



**NOTICE OF A SPECIAL SESSION OF THE VINEYARD
CITY COUNCIL MEETING
January 14, 2025, at 6:00 PM**

PUBLIC NOTICE is hereby given that the Vineyard City Council will hold a Special Session City Council meeting on Tuesday, January 14, 2025, at 6:00 PM, in the City Council Chambers at City Hall, 125 South Main Street, Vineyard, UT. This meeting can also be viewed on our [live stream page](#).

AGENDA

Presiding Mayor Julie Fullmer

1. CALL TO ORDER/INVOCATION/INSPIRATIONAL THOUGHT/PLEDGE OF ALLEGIANCE

2. PRESENTATION

2.1. Open and Public Meetings Act / Ethics Training

City Attorney Jayme Blakesley will present on the Open and Public Meetings Act.

3. BUSINESS ITEMS

3.1. Code of Conduct (Ordinance 2025-01)

City Attorney Jayme Blakesley will present a recommendation for a city council code of conduct. The mayor and City Council will act to adopt (or deny) this request by Ordinance.

4. CLOSED SESSION

The Mayor and City Council pursuant to Utah Code 52-4-205 may vote to go into a closed session for the purpose of (these are just a few of the items listed, see Utah Code 52-4-205 for the entire list):

- a discussion of the character, professional competence, or physical or mental health of an individual
- b strategy sessions to discuss collective bargaining
- c strategy sessions to discuss pending or reasonably imminent litigation
- d strategy sessions to discuss the purchase, exchange, or lease of real property, including any form of a water right or water shares
- e strategy sessions to discuss the sale of real property, including any form of a water right or water shares
- f discussion regarding deployment of security personnel, devices, or systems
- g the purpose of considering information that is designated as a trade secret, as defined

in Section [13-24-2](#), if the public body's consideration of the information is necessary in order to properly conduct a procurement under [Title 63G, Chapter 6a, Utah Procurement Code](#)

5. ADJOURNMENT

This meeting may be held in a way that will allow a councilmember to participate electronically.

The public is invited to participate in all City Council meetings. In compliance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify the City Recorder at least 24 hours prior to the meeting by calling (385) 338-5183.

I, the undersigned Deputy City Recorder for Vineyard, Utah, hereby certify that the foregoing notice and agenda was posted at Vineyard City Hall, on the Vineyard City and Utah Public Notice websites, and delivered electronically to staff and to each member of the Governing Body.

AGENDA NOTICING COMPLETED ON:

1/13/2025

CERTIFIED (NOTICED) BY:

/s/ Tony Lara

TONY LARA, DEPUTY CITY RECORDER

VINEYARD

ORDINANCE NO. 2025-

**AN ORDINANCE OF THE CITY COUNCIL OF VINEYARD CITY
ADOPTING A CODE OF CONDUCT**

WHEREAS, the City Council of Vineyard City desires to provide guidance and institute policies to govern the conduct of City Council members; and

WHEREAS, the City Council finds that it is in the public interest and will promote the efficient functioning of the Council to establish a Code of Conduct for the Vineyard City Council; and

NOW, THEREFORE, be it ordained by the City Council of Vineyard, Utah, as follows:

SECTION 1: ADOPTION. The Code of Conduct, attached hereto as Exhibit A, and incorporated herein by reference, is hereby approved and adopted by the City Council of Vineyard City.

SECTION 2: SEVERABILITY. If any section, part or provision of this Ordinance is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Ordinance, and all sections, parts and provisions of this Ordinance shall be severable.

SECTION 3: EFFECTIVE DATE. This Ordinance shall take effect upon publication or posting.

PASSED AND ADOPTED BY THE VINEYARD COUNCIL ON THE ____ DAY OF JANUARY, 2025.

	AYE	NAY	ABSENT	ABSTAIN
Mayor Julie Fullmer	_____	_____	_____	_____
Brett Clawson	_____	_____	_____	_____
Jacob Holdaway	_____	_____	_____	_____
Mardi Sifuentes	_____	_____	_____	_____
Sara Cameron	_____	_____	_____	_____

Presiding Officer

Attest

Julie Fullmer, Mayor, Vineyard

Pamela Spencer, City Recorder
Vineyard

CODE OF CONDUCT
Vineyard City Council, Boards, Committees and Commissions

I. Introduction

Elected and appointed officials hold positions of trust and responsibility. This Code of Conduct establishes expectations for professional behavior, accountability, and ethical decision-making to promote effective governance and public confidence. It shall apply to all members of the city council, boards, committees, and commissions in the City of Vineyard.

II. General Responsibilities

- a. **Commitment to Public Service:** Public officials shall prioritize the public good over personal or political interests.
- b. **Respect for Others:** Public officials shall respect the collaborative nature of governance, ensuring that all voices are heard and treated with dignity.
- c. **Comply with the Law:** Public officials shall comply with the laws of the United States of America, the State of Utah, Utah County, and the City of Vineyard.
- d. **Oath of Office & Pledge of Professional Conduct:** At the time they are sworn into office, and in January of every year thereafter, all elected and appointed officials in Vineyard City shall sign the Pledge of Professional Conduct, committing to abide by this Code.

III. Interpersonal Conduct

Elected and appointed officials must always conduct themselves professionally. They shall refrain from rudeness, disrespectful comments, insults, name-calling, abusive conduct, personal charges, or verbal attacks upon the character or motives of other public officials, staff, or the public. The following standards shall apply:

- a. **With Colleagues:**
 - Engage in civil and respectful discourse during meetings and in public statements.
 - Avoid personal attacks, bullying, blackmail, or coercive behavior.

- Refrain from spreading rumors, sharing untrue or untimely information, engaging in private discourse that distracts from Council business, or visiting colleagues' private residences uninvited.

b. With Staff:

- Respect staff's professional expertise and boundaries, refraining from directing their work or using their services for personal or political purposes.
- Avoid romantic or sexual relationships with staff to maintain professionalism. If such relationships occur, disclose them to the Chair and City Attorney.

c. With the Public

- Treat all members of the public with courtesy and fairness, even during disagreements.
- Refrain from making disparaging or inflammatory remarks about individuals or groups.

IV. Legal and Ethical Standards

- Confidentiality:** Safeguard private and protected information in compliance with the Open and Public Meetings Act ("OPMA"), and the Government Records Access and Management Act ("GRAMA").
- Conflict of Interest:** In accordance with the Utah Municipal Officers' and Employees' Ethics Act ("Ethics Act"), disclose any personal or financial interests that could influence decision-making.
- Transparency:** Conduct all business in accordance with OPMA.
- Authority:** Respect your role and authority by respecting the role and authority of others. Do not act beyond your authority or act to undermine commitments or approvals lawfully made by the city council, a board, a committee, or a commission.

V. Meeting Protocols

- Preparation:** Review materials and prepare for discussions in advance.
- Decorum:** Follow established meeting procedures, refraining from disruptive behaviors, personal conversations, or improper use of electronic devices.

- c. **Adherence to Rules:** Respect the authority of the Chair in maintaining order during meetings.

VI. Prohibited Conduct

- a. **Abuse of Position:** Prohibit using authority for personal gain or to influence others improperly.
- b. **Misinformation:** Avoid spreading false or misleading information during public meetings, to the press, or on social media.
- c. **Harassment or Discrimination:** Refrain from any actions that could be perceived as harassment, discrimination, or creating a hostile environment.

VII. Violations

This Code of Conduct expresses standards for professional, lawful, and ethical conduct expected of members of the Vineyard City Council, boards, committees, and commissions. Members themselves have the primary responsibility to ensure that these standards are understood and met, and that the public can continue to have full confidence in the integrity of its municipal government.

The chairs of boards, committees, and commissions and the Mayor, have the responsibility to intervene when the actions of elected or appointed officials appear to be in violation of the code of Conduct are witnessed or are brought to their attention. The City Council and each board, committee or commission may, by majority vote, impose sanctions on members of their respective bodies whose conduct does not comply with the Code of Conduct. Sanctions may differ for minor or serious violations.

a. Minor Violations

Minor Violations involve behavior that disrupts decorum, impedes the efficiency of meetings, or reflects poorly on the Council but does not significantly harm individuals, the City, or its reputation. Examples include:

1. *Disruptive Meeting Behavior:*

- Speaking out of turn or interrupting others.
- Using electronic devices for non-meeting purposes during sessions.
- Failure to prepare for or participate meaningfully in meetings.

2. *Unprofessional Conduct:*
 - Inappropriate tone or dismissive comments during discussions.
 - Mild breaches of etiquette, such as public disagreements with the Chair's decisions or failing to follow procedural rules.
3. *Missed Commitments:*
 - Repeated tardiness or unexcused absences from meetings.
 - Failure to follow through on assigned tasks or responsibilities.
4. *Social Media Missteps:*
 - Sharing minor misinformation about council matters without malicious intent.
5. *Minor Ethical Concerns:*
 - Forgetting to disclose minor conflicts of interest that have limited impact on decisions.

b. Serious Violations

Serious violations involve actions that damage the public trust, violate laws or ethical standards, or significantly disrupt the City Council's ability to function effectively. Examples include:

1. *Disrespect or Hostility:*
 - Personal attacks, bullying, or blackmail toward colleagues, staff, or the public.
 - Harassment, discrimination, or creating a hostile environment.
2. *Confidentiality Breaches:*
 - Sharing private, protected, or sensitive information obtained through the Council role.
 - Failing to safeguard documents, conversations, or data protected by GRAMA or other laws.
3. *Abuse of Authority:*
 - Using council influence for personal gain, coercion, or retaliation.
 - Directing city staff outside established channels or for unauthorized purposes.
4. *Disruption of Council Functions:*
 - Persistent and intentional disruption of meetings, derailing agenda progress, or refusing to adhere to the Chair's rulings.

- Spreading malicious falsehoods or engaging in divisive behavior that undermines collaboration.
- Any action that would jeopardize funding or invite liability for the city.

5. *Legal or Ethical Violations:*

- Violating state or local laws, including open meetings laws or ethics regulations.
- Accepting bribes or gifts in exchange for favorable decisions.
- Engaging in criminal behavior or activities that bring the City into disrepute.

6. *Neglect of Duties:*

- Habitual absenteeism that undermines Council operations.
- Willful refusal to fulfill responsibilities, such as avoiding votes or required appearances.

7. *Social Media Misconduct:*

- Using platforms to incite hostility, attack individuals, or misrepresent Council actions maliciously.
- Posting content that violates ethical guidelines or compromises city interests.

VIII. Consequences for Violations

The consequences for violating this Code of Conduct may include:

a. **Minor Violations:**

- Verbal reprimand in an open meeting;
- Formal public letter of censure by mayor, chair, or majority of the council or body;
- Loss of committee or board assignments; or
- Loss of ability to meet or liaise with staff.

b. **Serious Violations:**

- Formal censure;
- Suspension from leadership roles;
- Removal from meetings;
- Restriction on privileges.

c. **Referral to Authorities:** If conduct involves potential criminal or ethical violations, the matter may be referred to law enforcement or state agencies.

IX. Implementation and Training

- a. The Code of Conduct will be included in Council orientations.
- b. Members will receive annual training on ethical standards, meeting protocols, and public responsibilities.

X. Appendices

- a. **Pledge of Professional Conduct:** Commitment to uphold the Code of Conduct and ethical principles.
- b. **Checklist for Conduct:** Self-monitoring questions to guide ethical behavior.

Appendix A
Pledge of Professional Conduct

As a member of a council, board, committee, or commission in Vineyard City, I understand that I am held to a higher standard of conduct and accountability. I commit to upholding the principles and expectations outlined in the Code of Conduct, and I pledge to act in a manner that enhances public trust and promotes effective governance.

In accordance with this commitment, I affirm that I will:

- Recognize and respect the value of every elected and appointed official, staff member, and resident, appreciating their unique perspectives and contributions.
- Foster an atmosphere of civility and respect where open and honest dialogue can occur without fear of personal attacks or retribution.
- Conduct my public and personal affairs with integrity, honesty, and fairness.
- Maintain confidentiality of protected information as required by law and avoid sharing information that could harm individuals or the City.
- Focus on the common good, prioritize the public’s welfare over personal interests, and work collaboratively toward solutions that benefit the community.
- Refrain from illegal, unethical, or reckless behavior that could diminish the reputation of the City or its elected officials.
- Avoid divisive, harmful, or inflammatory actions, statements, or behaviors.
- Treat all individuals with dignity and respect, modeling professional conduct in all interactions.

By signing below, I acknowledge that I have read, understood, and agree to abide by the City Council Code of Conduct and this Pledge of Professional Conduct.

Signature: _____

Printed Name: _____

Date: _____

Appendix B

Checklist for Conduct

Use this checklist as a guide to evaluate your decisions, statements, and actions to ensure they align with the principles of the Code of Conduct:

1. Trust and Integrity

- Will my decision/statement/action uphold the trust of the public and my colleagues?
- If made public, will I confidently justify my behavior as ethical and professional?

2. Respect and Fairness

- Does my conduct demonstrate respect for the rights, opinions, and dignity of others?
- Am I treating others as I would want to be treated?

3. Impact on Others

- Could my conduct harm the reputation or well-being of another person?
- Will my actions strengthen or weaken the trust others have in me and the Council?

4. Public Perception

- Could my actions cause embarrassment to myself, my colleagues, or the City?
- Will my conduct be perceived as promoting the public good or advancing personal interests?

5. Collaboration and Problem-Solving

- Am I actively listening to and considering the viewpoints of others?
- Am I questioning differing points of view constructively and working toward resolution?

6. Personal Accountability

- Can I take legitimate pride in my behavior and the example I set for others?
- Am I fulfilling my responsibilities and commitments to the best of my ability?

7. Focus on Policy

- Are my comments and actions centered on policy, ideas, or actions, rather than personal disputes or attacks?