



To: Taylorsville City Administration & City Council
From: City Attorney Tracy Scott Cowdell
Date: October 8, 2014
Re: Community Councils and the Utah Open and Public Meetings Act

Utah Open and Public Meetings Act

In 1977, the Utah Legislature passed the Open and Public Meetings Act (“Act”). The Act requires nearly all administrative, advisory, executive, and legislative meetings to be open to the public. “Public bodies” are required to keep minutes and recordings for most meetings, as well as provide the public with at least 24 hours notice of these meetings. The Act does allow for closed meetings when a public body is discussing sensitive information regarding a person’s character, competence, health, ethical or criminal conduct, pending litigation, or acquisition of real property. If the public entity violates the Act, the final dispositions of the meeting are voidable by a court. If the closed meeting provisions of the Act are knowingly violated, the violating members may be charged with class B misdemeanors.

Public Bodies

The Open and Public Meetings Act only applies to administrative, advisory, executive, and legislative groups known as “public bodies.” A group must meet four elements to be considered a “public body:”

1. The body must be created by the Utah Constitution, statute, rule, ordinance, or resolution;
2. The body must consist of two or more persons;
3. The body must expend, disburse, or be supported in whole or in part by tax revenue; and