

RESOLUTION NO. R2021-\_\_\_\_\_

A RESOLUTION OF THE CITY OF SOUTH SALT LAKE CITY COUNCIL  
AMENDING RULE 7 OF THE SOUTH SALT LAKE CITY, CITY COUNCIL  
RULES OF PROCEDURE

WHEREAS, the City Council of the City of South Salt Lake has adopted the City Council Rules of Procedure (last amended on August 12, 2020) to govern its procedures;

WHEREAS, Rule 17 of the City Council Rules of Procedure allows for amendment to the Council Rules and governs the process by which a Council Rule may be amended; and

WHEREAS, the Council, recognizing the public's desire to keep their personal information protected, desires to amend the City Council rules of Procedure to allow more flexibility in the rules regarding public comments in a public meeting;

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of South Salt Lake, that Rule 7 of the City Council Rules of Procedure is amended as shown in the attached "Exhibit A."

(signatures appear on separate page)

DATED this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

BY THE CITY COUNCIL:

\_\_\_\_\_  
Sharla Bynum, Council Chair

City Council Vote as Recorded:

Bynum: \_\_\_\_\_  
deWolfe: \_\_\_\_\_  
Huff: \_\_\_\_\_  
Mila: \_\_\_\_\_  
Pinkney: \_\_\_\_\_  
Siwik: \_\_\_\_\_  
Thomas: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Craig D. Burton, City Recorder

# **Exhibit A**

Rule 7. Conducting of Meetings and Agenda Definitions

The Chairperson shall serve as Conducting Council Member for special, emergency or work meetings, or the Chairperson may designate another Council Member to conduct.

Each Council Member, other than the current Chairperson, shall conduct at regular Council meetings for a period of one month, not less than once per year nor more than twice per year, progressing in order from the representative for District #1 to the representative for District #5. At-large representatives shall rotate after the District seats in alphabetical order.

The powers of the Conducting Council Member shall be limited to conducting the regular meetings of the Council only.

The Conducting Council Member will sit at the center of the podium, with the Council Chairperson at his or her right and with the Council Vice-Chair at his or her left.

The following steps are detailed to coincide with the form of the Agenda (as discussed in Rule 6 above) when conducting a regular Council meeting:

1. Opening Ceremonies.

- (a) Welcome/Introductions - Acknowledge Visitors.  
The Conducting Council Member will strike the gavel, call the meeting to order, welcome those in attendance and acknowledge visitors.
- (b) Serious Moment of Reflection/Pledge of Allegiance. The Conducting Council Member will announce the name of the person scheduled to present the serious moment of reflection, the person's connection to the City and the general nature of the presentation, for example, a prayer, supplication, inspirational thought, inspirational reading, a moment of silence or other appropriate activity, or in the absence of such a presenter, shall announce that he or she shall present the serious moment of reflection. Following the serious moment of reflection, the Council Member will ask the audience to rise for the Pledge of Allegiance and lead the Pledge. As

more particularly set forth in Rule 21, any community member may volunteer to present the serious moment of reflection.

- (c) Special Recognitions. Occasionally, ceremonial tasks are performed at the beginning of the Council meeting. Normally, such items do not require a motion and very seldom require discussion. Resolutions of Appreciation do require a motion to adopt, a second, and a vote.

2. Approval of Minutes. The next agenda item is approval of the Minutes of preceding meeting(s). The Conducting Council Member will ask if there are any changes or corrections. When changes and corrections have been made, the Conducting Council Member will ask for a motion and second to adopt the minutes as corrected, and a voice vote will be taken. Once the minutes have been adopted, no alterations can be made and they are the official record of the meeting.

3. No Action Comments. The Conducting Council Member will not need to ask for a motion concerning any items listed under this section of the Agenda. However, any Council Member can make a request to schedule an item to appear on a future Agenda as an "Action Item."

- (a) Scheduling. The Recorder will inform those in attendance of up-coming events, meetings, etc., in the community which may be of interest to the citizens.

- (b) Citizen Comments/Questions. Time shall be made available for anyone in the audience to address the Council and/or Mayor concerning matters pertaining to City business. Sign-up cards for Citizen Comments shall be made available to attendees at all regular meetings to gather names and addresses for the Recorder's purposes. Persons who sign such cards ahead of time may be given priority to speak.

(1) When a member of the audience addresses the Council and/or Mayor, he or she will come to the podium and state his or her name and address city/town in which they reside. Citizens will be asked to limit their remarks/questions to five

(5) minutes each. Comments shall be civil in decorum. All comments shall be directed to the Mayor and City Council. No person addressing the City Council during the comment period shall be allowed to comment more than once during that comment period. Speakers should not expect any debate or dialogue with the Mayor, City Council or City Staff during the meeting.