

REQUEST FOR COUNCIL ACTION

Action: Request feedback from Council

Meeting Date Requested : 11/3/2021

Presenter: Alan Anderson

Deadline of item : 11/3/2021

Department Sponsor: Council Office

Agenda Type: Work Session

Time Requested: 10 minutes presentation, 10 minutes Council

(Council may elect to provide more or less time)

Approval Signatures *(required for all transmittals)*

Submitter: 

Dept. Head: 

Reviewed as to Form:  Duncan Murray (Oct 29, 2021 10:44 MDT)

Executive: 

Council Office:  Alan R. Anderson (Oct 29, 2021 15:22 MDT)

Council Committee: None

1. AGENDA SUBJECT

Electronic Voting and Voting process

2. EXECUTIVE SUMMARY

Background:

Currently, the process for recording votes during Council meetings is for the Council Office Clerk to call upon each Council member from a randomized list of names and a vote of Yes, No, or Abstain is recorded. The process for recording Council votes can be found in [UCA 10-3-506](#) and Council Policies and Procedures Section 3.16 (page 42, Dated 7/28/2021)

There are several options that the council may employ for the sake of transparency and efficiency of Council meeting workflow. The discussion regarding the voting process is to receive guidance from Council if they desire to continue the same as present or employ digital modules to record the votes and provide the voting record to the public live.

Future:

The Council funded the purchase of an agenda management system that provides for electronic roll call voting. This process requires Council members to be logged into the agenda management system when a vote is needed. The **Yes**, **No**, and **Abstain** vote is shown on the Council member's laptop, Surface, Tablet, or phone screen and the Council member will cast their vote by selecting their choice. The vote is validated because the Council member must be logged into their City account through the agenda management system.

A second option is a hardware voting system that includes pushbuttons mounted to the dais for each Council member. The button options would include **Yes**, **No**, and **Abstain**.

In either case, the Council members name and vote would be shown on the screen in Council chambers and streamed live to participants through the city's current streaming practice.

3. TIME SENSITIVITY / URGENCY

None

4. BUDGET IMPACT

Digital voting will be included with the agenda management software purchased. There would be an additional cost for hardware buttons mounted to the dais. The output for both would be on the existing hardware already used in the Council chambers.

5. DEPARTMENT RECOMMENDATION

N/A

6. PLANNING COMMISSION RECOMMENDATION

N/A

7. MOTION RECOMMENDED

N/A

8. MAYOR RECOMMENDATION

N/A

9. PACKET ATTACHMENT(S) – Complete _____

Please place a check next to any applicable packet items

- ☐ Staff Report
- ☐ Ordinance
- ☐ Resolution
- ☐ Prior Council Meeting Minutes
- ☐ Planning Commission Minutes
- ☐ Agreement Signed by other party
- ☐ Legal Description
- ☐ Background Information
- ☐ Maps
- ☐ Other Documents

10. OTHER INFORMATION

WS Item A - Electronic Voting

Final Audit Report

2021-10-29

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