

1-6-4: MEETINGS OF CITY COUNCIL:

- A. Location: The city council shall hold its meetings in the city council chambers located at 240 East Main Street. (1995 Code § 2-3-1)
- B. Dates And Times: The dates and times for meetings will be set by the city council by ordinance at their first meeting in January of each year, and these times and dates will be posted in a conspicuous place within the city offices at all times. There shall be at least one meeting each month. (1995 Code § 2-3-2)
- C. Special Meetings: If at any time the business of the city requires a special meeting of the city council, such meeting may be ordered by the mayor or any two (2) members of the city council. The order shall be entered in the minutes of the city council. The order shall provide at least three (3) hours' notice of the special meeting and notice thereof shall be served by the city recorder on each member who did not sign the order by delivering the notice personally or by leaving it at the member's usual place of abode. The personal appearance by a member at any specially called meeting constitutes a waiver of the notice required in this subsection. (1995 Code § 2-3-3)
- D. Quorum: The number of members of the city council necessary to constitute a quorum is three (3) or more. No action of the city council shall be official or of any effect except when a quorum of the members are present. (1995 Code § 2-3-4)
- E. Attendance: The city council shall have the power to compel the attendance of its own members and provide such penalties as it deems necessary for the failure to comply therewith. (1995 Code § 2-3-5)
- F. Votes: A roll call vote shall be taken and recorded for all ordinances, resolutions and any action which would create a liability against the city, and in any other case at the request of any member of the governing body, by a "yes" or a "no" vote and shall be recorded. Every resolution or ordinance shall be in writing before the vote is taken. (1995 Code § 2-3-6)
- G. Minimum Vote Required: The minimum number of yes votes required to pass any ordinance or resolution, or to take any action by the governing body unless otherwise

prescribed by law, shall be a majority of the members of the quorum, but shall never be less than three (3). (1995 Code § 2-3-7)

- H. Reconsideration: Any action taken by the city council shall not be reconsidered or rescinded at any special meeting unless the number of members of the city council present at the special meeting is equal to or greater than the number of members present at the meeting when the action was approved. (1995 Code § 2-3-8)
- I. Open Meetings: All meetings of the city council shall be held in compliance with the provisions of Utah Code Annotated title 52, chapter 4, relating to open and public meetings. (1995 Code § 2-3-9)
- J. Rules Of Procedure: Except as otherwise provided by law, the city council may establish its own rules of procedures for the proper conduct of its meetings. (1995 Code § 2-3-10)
- K. Records Maintained: The city council shall keep a journal of its proceedings. The books, records, accounts and documents of the city shall be kept at the office of the city recorder and approved copies shall be open and available to the public during regular business hours for examination and copying. (1995 Code § 2-3-11)