

**TOWN OF BLUFF RESOLUTION TO ADOPT A CODE
OF CONDUCT AND RULES OF ORDER AND PROCEDURE**

A RESOLUTION OF THE TOWN COUNCIL OF BLUFF, UTAH SUPPORTING ADOPTION OF A CODE OF CONDUCT AND RULES OF ORDER AND PROCEDURE FOR CONDUCTING THE TOWN'S BUSINESS.

WHEREAS, the town council of Bluff seeks to operate in a transparent and open manner in doing the town's business;

WHEREAS, the town council of Bluff seeks to comply with the provisions of the Utah Open and Public Meetings Act, Utah Code 52, and to conduct its meetings such that they are open to the public with deliberations to be openly conducted; and

WHEREAS, in order to provide guidance to the town council and public as to how public meetings will be conducted, the town council must adopt a Code of Conduct and Rules of Order and Procedure.

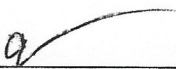
THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF BLUFF, UTAH:

SECTION 1. Support for the Code of Conduct and Rules of Order and Procedure.
The town council supports the Code of Conduct and Rules of Order reviewed and adopted at the regular town meeting on September 6, 2018.

SECTION 2. Effective Date. This Resolution shall become effective upon passage.

**APPROVED BY THE TOWN COUNCIL OF THE TOWN OF BLUFF, UTAH, ON THIS 9th
DAY OF September, 2018 BY THE FOLLOWING VOTE:**

	YES	NO	ABSTAIN	ABSENT
Town Council Member Hook	<u>X</u>	___	___	___
Town Council Member Leppanen	<u>X</u>	___	___	___
Town Council Member Murray	<u>X</u>	___	___	___
Town Council Member Sayers	<u>X</u>	___	___	___
Town Council Member Sosa	<u>X</u>	___	___	___

Mayor:  Attest: _____
Mayor Ann K. Leppanen Town Recorder Sosa

RESOLUTION NO. 1

BLUFF TOWN COUNCIL CODE OF CONDUCT FOR PUBLIC MEETINGS

SCOPE OF APPLICATION:

This policy applies to all persons attending public meetings of the Bluff Town Council ("Town").

POLICY:

This Code of Conduct is intended to promote open meetings that welcome debate of issues considered by the Town in an atmosphere of fairness, courtesy and respect for differing points of view.

1. Public Meeting Decorum
 - a. Persons in the audience shall refrain from behavior which disrupts a public meeting of the Town, including making loud noises, clapping, shouting, booing, hissing, or interrupting Town members or other members of the public or engaging in any other activity that disturbs, disrupts or impedes the orderly conduct of the meeting.
 - b. Persons in the audience will silence and refrain from using mobile phones and/or pagers while a meeting is in session with the exception of emergency personnels mobile phones or pagers.
 - c. Conduct that disturbs, disrupts, or impedes the orderly business of the Town shall result in the offender's removal from the meeting.
2. Addressing the Town
 - a. Persons wishing to address the Town on any item on the agenda may do so by raising their hand and waiting for recognition by the mayor or chair. In exercising his or her discretion to permit public comment, the mayor or chair shall consider relevant factors, including the expected duration of the meeting; the number of agenda items to be addressed; the number of speaker requests received; the timeliness and relevance of the subject matter of the request; and whether the subject matter is within the Town's authority to address.
 - b. If the Town permits public comment on an issue, and there are requests to speak on opposing viewpoints on the same issue, the Town shall allow at least one speaker from each side to speak. The mayor or chair has discretion to limit the number of speakers.
 - c. Each speaker shall identify his or her name at the beginning and each speaker is allotted three (3) minutes to speak on an agenda item, subject to an extension granted by the mayor or chair.

- d. Speakers should address only the topic for which they have requested to speak and all comments should be directed to the full Town Council.
- e. Written comments may be received and copies distributed to the Town Council.