

**TOOELE COUNTY
RESOLUTION 2021-10**

**A RESOLUTION APPROVING THE GUIDELINE FOR BUSINESS
MEETING AGENDA ITEMS**

WHEREAS, the Tooele County Council advocates and supports open, transparent and efficient decision making processes; and

WHEREAS, the Tooele County Council conducts both work meetings and business meetings to achieve open, transparent and efficient decision making; and

WHEREAS, the attached Guideline for Business Meeting Agenda Items will assist the Tooele County Council in making open, transparent and efficient decisions;

NOW, THEREFORE, BE IT RESOLVED BY THE TOOELE COUNTY COUNCIL that the attached Guideline for Business Meeting Agenda Items is hereby adopted.

EFFECTIVE DATE: This resolution shall take effect immediately upon passage.

DATED this 2nd day of March, 2021.

ATTEST:

TOOELE COUNTY COUNCIL:



Marilyn K. Gillette, Clerk


Tom Tripp, Council Chair



Council Member Hamner voted	<u>aye</u>
Council Member Hoffmann voted	<u>aye</u>
Council Member Thomas voted	<u>aye</u>
Council Member Tripp voted	<u>aye</u>
Council Member Wardle voted	<u>absent</u>

APPROVED AS TO FORM:


COLIN R. WINCHESTER
Deputy Tooele County Attorney

GUIDELINE FOR BUSINESS MEETING AGENDA ITEMS

Adopted March 2, 2021

Prepared by Colin Winchester

CONSENT AGENDA – ONE TIME ON BUSINESS MEETING AGENDA

- Check registers
- Warrant memos
- Motor vehicle tax adjustments
- Budget line item adjustments greater than \$5,000

CONTRACT REVIEWS – ONE TIME ON BUSINESS MEETING AGENDA

- Existing contracts (approximately 90 days prior to current expiration date)

RATIFICATIONS – ONE TIME ON BUSINESS MEETING AGENDA

- New contracts less than \$25,000 within existing budget and within current budget year

AT LEAST ONE READING IN A BUSINESS MEETING FOLLOWING AT LEAST ONE DISCUSSION IN A WORK MEETING

- New contracts greater than \$25,000
- New contracts that extend beyond the current budget year
- New contracts with unspecified financial implications
- Waivers of publicly advertised sealed bid requirements
- Ordinances
- Resolutions
- Interlocal agreements
- Land use agreements
- Development agreements
- Agreements arising from planned unit developments (PUDs) and/or planned communities (P-Cs)
- Budget increases based on grant monies received (immediately after public hearing)

AT LEAST TWO READINGS IN A BUSINESS MEETING FOLLOWING AT LEAST ONE DISCUSSION IN A WORK MEETING

- All other matters that require a public hearing