



**PARK CITY MUNICIPAL CORPORATION
SPECIAL PLANNING COMMISSION MEETING MINUTES
COUNCIL CHAMBERS
MARSAC MUNICIPAL BUILDING
November 5, 2021**

COMMISSIONERS IN ATTENDANCE: Chair John Phillips, John Kenworthy, Sarah Hall, and Bill Johnson.

EX OFFICIO: Gretchen Milliken, Planning Director and Mark Harrington, City Attorney

1. ROLL CALL

Chair Phillips called the special meeting to order at approximately 9:30 a.m.

2. REGULAR SESSION

A. To Adopt a Resolution for Electronic Meetings or Hybrids Moving Forward.

City Attorney, Mark Harrington, reported that the Council's Emergency Order expired on October 31, 2021. In order for the City to retain its ability to hold electronic meetings, it is necessary to adopt its own rule. The best way to do that without disruption was to hold a special meeting. Mr. Harrington explained that the City operates under COVID regulation C-1, which involves a Chair determination of public health. The proposed resolution would extend the Chair's ability to make those determinations and operate status quo. It also codifies another exception should the State or City Council again adopt an emergency resolution or declaration. In that case, it would automatically prohibit the need for an anchor location.

Item A of the proposed Resolution involves the general authorization that has expanded since COVID. Previously, this section was not allowed, and one to three members could be authorized to participate electronically with an anchor location and a quorum in attendance. The new legislation does not mandate that a quorum be present. Item A requires an anchor location. Although a meeting is held electronically, the public can still come to City Hall along with one to three members of the Commission. Only options B or C allow the Chair to make a determination when there is no anchor location.

Mr. Harrington recommended that the Commission adopt the Resolution to allow for the most flexibility moving forward with hybrid formats. If the Commission wishes to discuss the matter in greater detail, they can include the issue on a future work session agenda. The current redlined document is the most flexible and the Commission has the option to add rules and restrictions if desired.

Mr. Harrington confirmed that the document was been sent to all Commission Members with the exception of the corrected redline.

In response to a question raised as to whether under 1.A. the public can be present along with one to three Commission Members, Mr. Harrington explained that that would be the case if a meeting is advertised as having an anchor location only for the public. He stated that all options must be advertised 24 hours in advance. A meeting cannot be noticed without a quorum at the anchor location and then have a quorum present. He explained that the State citations require certain notices. A meeting can also be noticed with an anchor location for the quorum in addition to the public so that both scenarios are addressed. It must, however, be noticed that way in advance.

Under C.1. the assumption is that the Chair would continue to make a determination regarding the current COVID health risk and not require an anchor location. Chair Phillips had made it clear that he is open to discussing it with the full Commission.

MOTION: Commissioner Hall moved to APPROVE the Resolution approving Planning Commission Rules of Order for Electronic Meetings. Commissioner Johnson seconded the motion.

VOTE: The motion passed with the unanimous consent of the Commission.

3. ADJOURN

MOTION: Commissioner Hall moved to adjourn. The motion was not seconded and no vote was taken.

The meeting adjourned at approximately 9:37 a.m.