

**BYLAWS
CONSTABLE NOMINATING COMMISSION**

ARTICLE 1

ORGANIZATION

1.1 **Creation.** The Constable Nominating Commission (“Commission”) is established pursuant to Utah Code Ann. § 17-25a-1 and Salt Lake County Code of Ordinances, Chapter 2.50, to accomplish the purposes set forth therein.

1.2 **Purpose.** The purpose of the Commission shall be to develop criteria for the selection and ranking of applicants to serve as County Constables, and to nominate applicants to the County Council based upon that ranking system and by majority vote. All actions of the Commission shall be consistent with state law and county ordinance.

1.3 **Limitations.** These Bylaws are adopted subject to the applicable Utah statutes and the Ordinances of Salt Lake County.

ARTICLE 2

MEMBERSHIP

2.1 **The Membership.** Membership of the Commission shall be established as set forth in Section 17-25a-2(a) of the Utah Code and 2.50.060 of the Salt Lake County Ordinances.

2.2 **Member Designee.** Each member may designate a designee or representative to attend a meeting for them if the member is not able to attend. The designee or representative may have authority to vote on behalf of the member.

2.3 **Removal of Member.** A member may not be removed from the Commission except when they no longer qualify for membership due to no longer being an elected or appointed official. A person removed because they no longer qualify shall be replaced by the official who qualifies by statute and ordinance. A citizen member of the Commission may be removed and replaced by the County Council.

ARTICLE 3

MEETINGS

3.1 **Regular Meetings.** In general, the Commission shall meet as needed in correlation with the terms of the current County Constables. The date, time and place of such meetings shall be designated by the Commission.

3.2 **Notice.** The Chair shall cause reasonable notice of each meeting to be provided to all members of the committee before the scheduled date for the regular meeting. Public notice shall also be provided pursuant to the Utah Open Meetings Act.

3.3 Open Meetings Act. All members of the Commission shall be subject to the Utah Open Meetings Act, Utah Code Ann. § 52-4-101, et seq.

3.4 Agendas. An agenda of the business to be conducted at any meeting of the Commission shall accompany and be provided with the public notice of that meeting. A possible meeting format is as follows:

- (a) Call to order;
- (b) Public comment;
- (c) Approval of minutes;
- (d) Reports of Commission members, if any;
- (e) Pending and unfinished business;
- (f) New business;
- (g) Adjourn.

ARTICLE 4

QUORUM

4.1 A quorum shall consist of a majority of the Commission members or their designees. No action may be taken by the Commission without a quorum of members or designees present at the meeting. A designee or representative of the Commission member shall be counted for purposes of constituting a quorum.

4.2 All actions by the Commission shall require the affirmative vote of a majority of the Commission members and designees present.

4.3 Commission members and designees may attend and participate in all Commission meetings via electronic means.

ARTICLE 5

OPERATION

5.1 Staff for the Commission shall be selected and provided by the Salt Lake County Council. County Council staff will provide the administrative support for the Commission and shall provide the notices of meetings, agendas, and all other documentation for meetings and review by the Commission to its members. Staff shall also be responsible for recording the meetings and preparing the minutes. Staff will also provide other assistance as requested by the Commission.

5.2 County Council staff shall provide all relative and pertinent information, statistics and numbers as requested to the Commission. All requests for information and other data by the

Commission and its members will be made to the Council staff in a timely manner so that accurate, thorough reports and information can be provided to the Commission.

ARTICLE 6

CHAIR AND VICE CHAIR

6.1 The Commission shall select by majority vote a chair and vice chair annually at its first meeting. The chair or vice chair may be replaced by a majority vote of the Commission at a regular or special meeting if the current chair or vice chair resigns during a calendar year.

6.2 The chair shall preside over and conduct all meetings of the Commission. The vice chair shall preside and conduct the meetings in the event of the absence of the chair. In the event that neither the chair nor the vice chair can attend a meeting of the Commission, then the Commission may select a temporary chair for that meeting.

ARTICLE 7

COMPENSATION

7.1 No Commission member may receive compensation for their participation and membership on the Commission.

ARTICLE 8

TERMS OF COMMISSION MEMBERS

8.1 Commission members shall hold their seat on the Commission as provided by state statute and County Ordinance. The citizen member of the Commission shall serve a four year term, which may be renewed for an additional four year term.

ARTICLE 9

AMENDMENTS

9.1 These Bylaws may be altered, amended, repealed or added to upon an affirmative vote of the majority of Commission members present at a regularly scheduled meeting and upon approval by the County Council.

ADOPTED this _____ day of _____, 2018.

Constable Nominating Commission

By: _____

APPROVED BY THE SALT LAKE COUNTY COUNCIL this _____ day of
_____, 2018.

SALT LAKE COUNTY COUNCIL

By: _____
Aimee Winder Newton, Chair