

BYLAWS

SALT LAKE COUNTY REDISTRICTING COMMISSION

ARTICLE 1

ORGANIZATION

1.1 **Creation.** The County Redistricting Commission (hereinafter “Commission”) was established pursuant to Salt Lake County Code of Ordinances, Chapter 2.2.71, to accomplish the purposes set forth therein.

1.2 **Purpose.** The purpose of the Commission shall be to assist the Council by providing no more than three written redistricting plans for Council districts within six months after the publication of the decennial census report.

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 2.71.020 of the Salt Lake County Ordinances. As outlined in Section 2.71.010, the county clerk shall serve ex officio in a non-voting capacity. The county clerk may designate the County’s elections director to serve as the ex officio representative of the county clerk.

2.2 **Member Designee.** No Commission member may send a designee to Commission meetings to act in his or her stead, with the exception of the County Clerk as outlined in section 2.1.

ARTICLE 3

MEETINGS

3.1 **Regular Meetings.** The Commission shall meet at a minimum monthly after the publication of the census, but more often as needed to complete the Commission’s responsibilities. The date, time and place of such meetings shall be designated by the Commission.

3.2 **Notice.** The Chair shall cause notice of each meeting to be provided to all members of the Commission at least five (5) days before the scheduled date for the regular meeting.

3.3 Special Meetings. The Chair may call a special meeting as deemed necessary and in the best interests of the Commission. Notice of the special meeting shall be provided to all members at least two business days before the scheduled date set for such meeting. The notice shall state the reasons for the special meeting, the business to be transacted at the meeting and by whom the meeting was called. No other business may be conducted or transacted except that specified in the notice.

3.4 Open Meetings Act. All meetings of the Commission shall be subject to the Utah Open Meetings Act, Utah Code Ann. Section 52-4-1, et seq.

3.5 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. Unless otherwise decided by the Commission, the order of business for regular meetings shall be 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 voting Commission Members. No action may be taken by the Commission without a quorum of members present at the meeting.

4.2 All actions by the Commission shall require the affirmative vote of a majority of the Commission Members present.

4.3 Commission Members 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 and the Salt Lake County Clerk. County Council and County Clerk 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. County Clerk Staff shall also be responsible for recording the meetings and preparing of the minutes. County Council and Clerk Staff will also provide other assistance as requested by the Board.

5.2 The Salt Lake County Clerk's and Surveyor's Offices shall provide access to County maps, the geographic information system (GIS) and other demographic and geographic information as available and required by the Commission.

ARTICLE 6

CHAIR AND VICE CHAIR

6.1 The Commission shall select a chair and vice chair at its first meeting. The chair or vice chair may be replaced by a majority vote of the Board at a regular or special meeting if the current chair or vice chair resigns during the term of the commission. The chair and vice chair shall not be representatives of the same political party.

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

WORK PRODUCTS

7.1 The final work products of the commission to be submitted to the County Council for adoption shall include at a minimum:

- (a) A written report of the commission's recommendation which explains the commission's methodology, evaluation criteria and priorities in developing the proposed districts
- (b) A demographic summary of each council district
- (c) Maps of each proposed council district
- (d) A countywide map of the proposed council districts
- (e) A list of voting precincts assigned to each council district

7.2 If the Commission submits more than one written report, the reports shall be rank ordered. The Commission shall also assist the Council in performing the Council's redistricting responsibilities for local school districts as required by Utah Code Annotated Section 53A-2-119 for new districts and Utah Code Annotated Section 20A-14-201 for existing school districts.

7.3 The Commission may engage the services of qualified consultants to develop proposals and to prepare the work products.

ARTICLE 8

COMPENSATION

The Commission Members shall receive no compensation for their participation and membership on the Commission. Commission Members may be reimbursed for expenses incurred in performing their duties and obligations as a member of the Commission. All reimbursement for expenses shall be subject to approval by the County Council.

ARTICLE 9

TERMS OF BOARD MEMBERS

With the exception of the county clerk, each commission member shall be appointed for a term commencing January 1 of the year prior to the year in which the decennial census report is to be published and terminating on December 31 two years prior to the year in which the next decennial census report is to be published.

ARTICLE 11

AMENDMENTS

These By-Laws may be altered, amended, repealed or added to by an affirmative vote of the majority of voting Commission Members present at a regularly scheduled meeting.

ADOPTED this ____ day of _____, 2010.

SALT LAKE COUNTY REDISTRICTING COMMISSION

BY _____
Chair

APPROVED BY THE SALT LAKE COUNTY COUNCIL this ____ day of _____, 2011.

BY _____
Max Burdick, Chair