

**EXECUTIVE ORDER No 2013-6**  
**MAYOR'S CABINET MEETINGS**

WHEREAS, Section 17-53-316, Utah Code Ann., grants the authority to the Salt Lake County Mayor, as County Executive, to issue executive orders to establish and implement an executive policy and practice; and

WHEREAS, an executive order may be used by the County Mayor to clarify the practices and activities of the mayor's offices and departments; and

WHEREAS, the County Mayor desires to create a regular forum in which matters regarding the activities and plans of the mayor's offices and departments may be discussed openly; and

WHEREAS, the Salt Lake County Code of Ordinances, 2001, at Section 2.07.030.B, strongly encourages the elected officials of the executive branch "to make their staff and other meetings open to members of the public and to the media to the extent practical under their statutory and other responsibilities"; and

WHEREAS, the County Mayor finds it desirable to establish a Mayor's Cabinet meeting, to be conducted at a regular time and place and to be open to the public and media, in order to better conduct the business of the Mayor's Office;

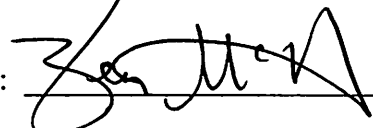
NOW, THEREFORE, I, Ben McAdams, Mayor of Salt Lake County, State of Utah, pursuant to the powers vested in me by the laws of the State of Utah, do hereby order the following:

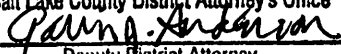
1. The Mayor's Office will conduct a regularly scheduled meeting called Mayor's Cabinet.
2. Mayor's Cabinet meetings shall be conducted at 8:00 AM on the first and third Mondays of every month in the Salt Lake County Government Center, N-4500. Meetings may be cancelled as determined necessary by the Chief Administrative Officer of the Mayor's Office.
3. Mayor's Cabinet meetings will be open to members of the public and representatives of the media. A meeting may be closed to the public and media to discuss matters which would be considered confidential under the Utah Open Meetings Act or the Government Records and Management Act.

4. The following are invited to the Mayor's Cabinet meeting: the Mayor, the Deputy Mayor, the Chief Administrative Officer, Department Directors, officers of the Executive Office of the Mayor, other Mayor's Office staff as invited, and other persons as invited.
5. The Mayor's Cabinet meeting will be used to discuss and to provide advice and recommendations regarding the following: executive branch projects and plans, coordination among departments and executive offices, coordination with other elected officials and with the County Council, proposed ordinances and policies, budget, legislative activities and initiatives, intergovernmental relations, long range planning, capital projects, and other appropriate matters.
6. The Mayor's Cabinet is chaired by the Chief Administrative Officer, who is responsible to prepare an agenda and make other necessary arrangements, with assistance from Mayor's Office staff as needed.
7. The Mayor's Cabinet does not vote on matters and has no authority to make binding decisions. The Cabinet may discuss matters and offer advice regarding matters within its purview.
8. This Executive Order is effective upon the Mayor's execution.

Given under my hand and the Great Seal of Salt Lake County, State of Utah, this 1 day of October, 2013.

SALT LAKE COUNTY MAYOR

By:   
Ben McAdams, Mayor

APPROVED AS TO FORM  
Salt Lake County District Attorney's Office  
By:   
Deputy District Attorney  
Date: 27 Sep 2013