

Amend City Council Organization and Procedure Code to align with the amended charter approved by voters in Portland Measure 26-288 (replace Code Chapter 3.02)

City Council Presentation
Wednesday, September 20 at 2 p.m.



Portland Transition

Voter approved. Community centered. City delivered.

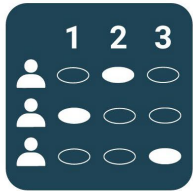
A New Era in Portland

TODAY



Vote for one candidate

FUTURE



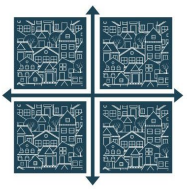
Rank Candidates

TODAY



Citywide elections

FUTURE



4 geographic districts

TODAY



City Council:
4 commissioners
+ mayor

FUTURE



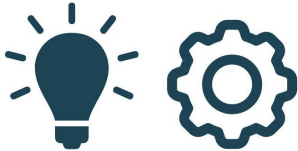
City Council:
12 councilors

TODAY



Mayor and city council set policy AND manage city bureaus,

FUTURE



City council sets policy. Mayor manages city with city administrator

What is City Charter and City Code?



Portland's charter functions as the City's constitution.



City code sets rules for the City of Portland and the public.

Why are code revisions needed?

- Code revisions are needed to align with the City Charter.
- Revisions are needed to give the 12-member, district-based council the structure and formal guidelines needed to operate effectively beginning on Jan. 1, 2025.
- Additional recommendations will continue to be discussed and informed by the community and can be determined by the 2025 city council.

Mayor-Council Form of Government

What will be different?

- City Councilors will no longer directly oversee city bureaus. Council will work together on setting policies to achieve desired community outcomes.
- The mayor will be elected separately from council.
- The future mayor will appoint, and the council will confirm, a professional city administrator.
- The mayor and city administrator will work together to implement policies and manage city bureaus.
- All 26 city offices and bureaus will be under the oversight of the city administrator.

Roles of council and mayor

| Future role of legislative council | Future role of executive mayor |
|---|--|
| <p>Sets policy.</p> | <p>Manages city services with the help of the city administrator.</p> |
| <p>Makes appropriations and raises revenue by approving or adjusting the City's budget.</p> | <p>Adopts administrative rules and executes laws.</p> |
| <p>Convenes public meetings, gathers input, debates and evaluates policy choices; and adopts laws or policies to reflect those choices.</p> | <p>Administers bureaus, employees, facilities and resources. Ensures the City is using appropriated funds effectively.</p> |
| <p>Quasi-judicial power to apply laws and policies.</p> | <p>Introduces matters before council with the same authority as a councilor, and votes in the case of a tie.</p> |

Code 3.02: Council Organization + Procedure

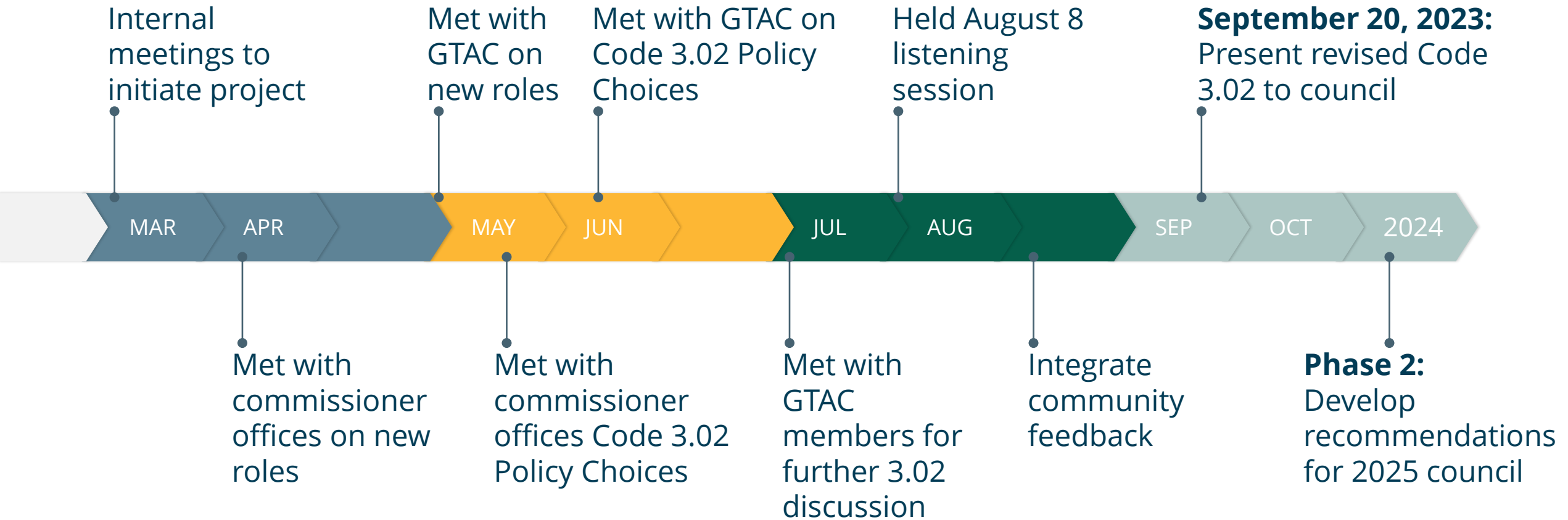
1

Code revisions required by charter or to support council's successful operation in January 2025.

2

Recommendations for the January 2025 council to consider.

2023 Timeline



What's Changed?

- Reorganized to promote clarity and accessibility.
- Key policy choices based on City Charter Amendments:
 - Role of the council president
 - Council meeting schedule
 - Clarifying vote requirements not defined by the charter
 - Council meeting management

Role of the Council President

| Duty | Council President | City Council or by Committee |
|--|-------------------|------------------------------|
| Work w/ the city auditor to finalize meeting agendas | ✓ | |
| Assign submitted items to committee or council | ✓ | |
| Assign seats in council chambers | ✓ | |
| Sign items approved by council, if necessary | ✓ | |
| Serve as primary contact between mayor and council | 💬 | |
| Form and terminate committees by resolution - including subject matter, duties, and membership | | ✓ |
| Withdraw items from committees (for full council consideration) | | ✓ |

Council Meeting Schedule

Meet at least two times per month, with at least one being a night meeting.

Future Recommendations for Consideration

Recommend adjustments to council meeting cycle to allow for timely flow of legislation between council and committees and increased public engagement.

Vote Requirements in Charter

| Council Action | Vote Threshold |
|--|---|
| Consent Agenda | Unanimous vote of all present, no less than 9 |
| Ordinance, non-emergency (both quasi-judicial and non-quasi-judicial) | Affirmative vote of 7 |
| Ordinance, emergency (includes ordinances for franchises) | Affirmative vote of 9 |

Non-Charter Defined Recommended Thresholds

| Council Action | Vote Threshold |
|--|---|
| Resolution, Report, or Quasi-judicial Land use Decision (governed by PCC Title 33) | Affirmative vote of 7 |
| Suspension of the Rules | Affirmative vote of 8 |
| Hold a special meeting | Request of 7 councilors or written consent of 6 councilors plus the mayor |
| Hold an emergency special meeting | Request of Council President, Vice President, Mayor, or 4 councilors and only under specific circumstances such as: a) a disaster, b) emergency affecting public health, c) war, d) civil defense alert, e) emergency declared by the Governor or President of the United States |
| Actions not defined in this chapter | <i>Roberts Rules of Order Newly Revised</i> |

Council Meeting Management

| Council Action | Proposed in Amended Code |
|--|---|
| Presiding officer prior to election of council president | City Auditor, through the Council Clerk, with assistance of legal counsel presides until council president is elected |
| Voting Order | Presiding officer votes last. By districts in numerical order, then by alphabetical order of last name in each district. Quarterly, the beginning district is rotated to the end. |
| Approve or amend agenda | To balance council president's authority in helping finalize the agenda, an affirmative vote of majority present approve agenda, reorder items on the agenda, or add an item to the next meeting's agenda. |

Phase 2 Recommendations Focus Area Examples

- Committee meeting rules and procedures
- Committee and subcommittee potential focus areas
- Updates to rules around public testimony
- Adjustments to meeting cycle
- Updates to work sessions
- Process for requesting Mayor break a tie vote
- Process for when Mayor is expected at council – *State of the City, recommended budget presentation, proclamations, ceremonial resolutions, other reports, etc.*
- How to promote collaboration across leadership

Summary and Next Steps

Second Reading Sept 27

Phase 2 and onboarding planning



Portland
Transition