

ORDINANCE No. **185877** As Amended

Update Council procedures regarding publication of the Council Agenda (Ordinance; amend Code Sections 3.02.020 and 3.02.030)

The City of Portland ordains:

Section 1. The Council finds:

1. Portland City Code 3.02.020 Special Meetings currently states notice of special meetings are to be published in the City official newspaper at least 24 hours preceding the meeting.
2. Portland City Code 3.02.030 A., Entry of Documents on Agenda, Notice and Filing of Documents, currently states the City Auditor shall publish the Council agenda in the City official newspaper 24 hours before each meeting.
3. The Charter of the City of Portland contains no requirement that the agenda be advertised or published; Section 2-113 requires only that a summary of matters be "produced for distribution" 24 hours before the meeting.
4. Posting the Council agenda online and sending it out by email notification to the media and other people who have asked to receive it at least 24 hours before the Council meeting satisfies the requirement of Charter Section 2-113 and provides notice that is reasonably calculated to give actual notice to interested persons as required by state Public Meetings law.
5. The Official City newspaper is the DJC (Daily Journal of Commerce). The DJC has been publishing the weekly Portland City Council Agenda in the Tuesday edition of their paper. The DJC has notified the City they will only be printing the newspaper on Mondays, Wednesdays and Fridays, effective February 1, 2013. Due to Council matter filing deadlines and DJC publication deadlines, the Council agenda cannot be published in the DJC until Wednesday.
6. The Council agenda will be published in the DJC on Wednesdays for the convenience of those attending Council. The Council Clerk will continue to distribute the agenda by posting it on the Official Web Site for the City and emailing it to requesting parties at least 24 hours before the Council meetings. City Code Sections 3.02.020 and .030A must be amended to reflect this change.

NOW, THEREFORE, the Council directs:

- a. Portland City Code Section 3.02.020 Special Meetings is amended as follows:

Special meetings of the Council may be held at any time upon a request signed by three members of the Council, ~~and on notice thereof given by publication at least once in the City official newspaper at least 24 hours preceding the meeting.~~ A written notice of the time and place of the meeting shall be delivered by the Auditor to each member of the Council at his or her office in the City Hall, not later than 24 hours preceding the meeting. The Auditor shall also post on the City's website and distribute electronically to interested persons a notice of the meeting containing a summary of matters anticipated to be considered, not later than 24 hours preceding the meeting.

The Mayor, the President of the Council or any three members of the Council may call an emergency special meeting of the Council under any of the following conditions:

The remainder of this section remains unchanged.

- b. Portland City Code Section 3.02.030 Entry of Documents, Subsection A is amended as follows:

- A. Notice and Filing of Documents. The City Auditor shall ~~publish in the City Official newspaper~~ post on the City's website and distribute electronically to interested persons, 24 hours before each meeting, a summary of matters to come before the Council at the next meeting. The summary shall be known as the Portland City Council Agenda. Documents for inclusion on the Agenda shall be filed in the Office of the City Auditor before 5:00 p.m. each Thursday preceding the Council meeting except when otherwise required due to the date of a legal holiday. In this event, the Auditor shall give notice to all bureaus of the revised time for filing agenda items.

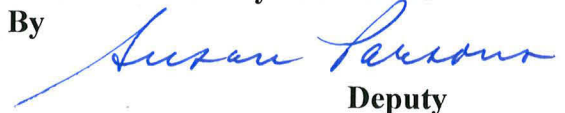
Passed by the Council:

JAN 30 2013

City Auditor LaVonne Griffin-Valade
Prepared by: KMoore-Love
January 9, 2013

LaVONNE GRIFFIN-VALADE
Auditor of the City of Portland

By

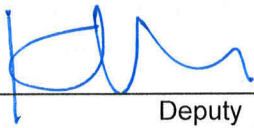

Deputy

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ORDINANCE NO.
 Title

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<p style="text-align: center;">INTRODUCED BY Commissioner/Auditor: LaVonne Griffin-Valade</p>	<p style="text-align: right;">CLERK USE: DATE FILED <u>JAN 17 2013</u></p>
<p style="text-align: center;">COMMISSIONER APPROVAL</p> <p>Mayor—Finance and Administration - Hales</p> <p>Position 1/Utilities - Fritz</p> <p>Position 2/Works - Fish</p> <p>Position 3/Affairs - Saltzman</p> <p>Position 4/Safety - Novick</p>	<p style="text-align: center;">LaVonne Griffin-Valade Auditor of the City of Portland</p> <p>By: <u></u> Deputy</p>
<p style="text-align: center;">BUREAU APPROVAL</p> <p>✓ Bureau: Council/Contracts Bureau Head: Toni Anderson</p>	<p>ACTION TAKEN:</p> <p style="text-align: center;">JAN 23 2013 PASSED TO SECOND READING As Amended JAN 30 2013 9:30 A.M.</p>
<p>Prepared by: Karla Moore-Love Date Prepared: January 13, 2013</p>	
<p>Financial Impact & Public Involvement Statement Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/></p>	
<p>Portland Policy Document If "Yes" requires City Policy paragraph stated in document. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	
<p>Council Meeting Date JANUARY 23, 2013</p>	
<p>✓ City Attorney Approval: required for contract, code, easement, franchise, comp plan, charter</p>	

AGENDA
<p>TIME CERTAIN <input type="checkbox"/> Start time: _____</p> <p>Total amount of time needed: _____ (for presentation, testimony and discussion)</p>
<p>CONSENT <input checked="" type="checkbox"/> Pulled</p>
<p>REGULAR <input type="checkbox"/> Total amount of time needed: _____ (for presentation, testimony and discussion)</p>

FOUR-FIFTHS AGENDA	COMMISSIONERS VOTED AS FOLLOWS:	
	YEAS	NAYS
1. Fritz	1. Fritz	<input checked="" type="checkbox"/>
2. Fish	2. Fish	<input checked="" type="checkbox"/>
3. Saltzman	3. Saltzman	<input checked="" type="checkbox"/>
4. Novick	4. Novick	<input checked="" type="checkbox"/>
Hales	Hales	<input checked="" type="checkbox"/>