



City of Oregon City

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Staff Report

File Number: 15-195

Agenda Date: 4/1/2015

Status: Consent Agenda

To: City Commission

Agenda #: 8d.

From: City Recorder Kattie Riggs

File Type: Report

SUBJECT:

Resolution No. 15-11, Approving the Third Amendment to the City Commission Rules of Procedure

RECOMMENDED ACTION (Motion):

Staff recommends approval of Resolution No. 15-11 approving a third amendment to the City Commission Rules of Procedure.

BACKGROUND:

The City Charter Chapter IV, Section 14 provides that the City Commission adopt rules for the governing of its members and proceedings. The main amendments to the Rules that are before the Commission for discussion relate to the following topics:

1. Removal of the sentence, "Such recording shall be kept permanently by the City Recorder and not subject to disposal under record retention requirements of state law." This was located in Section II General Rules, E. Minutes of Meetings, number 2, as the very last sentence and referred to executive session minutes.
2. Adjustment to the language referring to the meetings being recorded, removing the word, "sound" because the recording could be video and/or sound.
3. Addition to regular meeting information that meetings will be adjourned no later than 10:00 p.m., unless there is unanimous agreement of the Commission to extend the meeting until no later than 11:00 p.m.
4. Adjustment to the language of the Retreat section updating that the Commission Retreat is held every two years in conjunction with the biennium budget and at a location within City limits.
5. Adjustments to the language listed in the timetable for presentations during Land Use and Appeal agenda items resulting in clarification that these are recognized Oregon City neighborhood associations and organizations.

At the City Commission Work Session on March 10, 2015, the Commission discussed these changes and asked to have them brought forward for approval.

