

Community Information Session

City Council Organization and Procedures

Tuesday, August 8, 2023



Portland Transition

Voter approved. Community centered. City delivered.





Zoom Overview

- Meeting is being recorded and will be posted on the Charter Transition website.
- We have Closed Captioning, American Sign language, and Spanish interpretation available.
- Please submit questions or thoughts through the Q&A function. You may “upvote” questions you would like to see answered during the live Q&A.

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

New Structure: Mayor-Council Form

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.

Government Transition Advisory Committee Roles

- Ensure implementation is done effectively and efficiently, and in alignment with the City's core values
- Maintain open and consistent communication and engagement with internal and external stakeholders throughout the transition, and ensure input is meaningfully integrated.
- Advise the City on the transition plan, including project schedule and project budget, resource allocation and funding strategy.

www.Portland.gov/transition/advisory



Code 3.02: Council Organization + Procedure

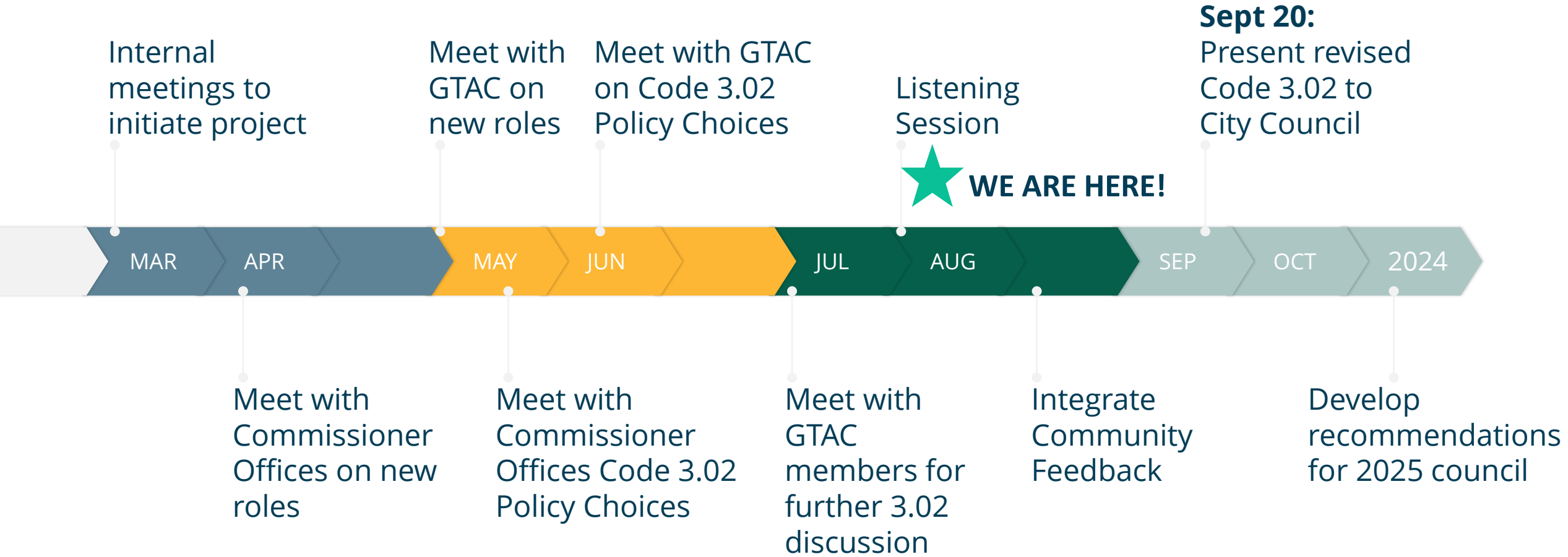
A

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

B

Recommendations for the January 2025 council to consider.

Timeline



Code 3.02 Council Operations + Procedures

1

POLICY CHOICE

Per the charter, the Council President will preside over council meetings. What other duties should be delegated to the President or retained by Council?

Assign Core Duties

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 committees by resolution – including subject matter, duties, and membership		✓
Relieve committees of legislation (for full council consideration)		✓

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POLICY CHOICE

Does the Council meeting schedule need to be altered?

(currently Wednesdays at 9:30am and, as necessary, Wednesday or Thursday afternoon)

Preliminary Choice

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 timeline flow of legislation between council and committees and increased public engagement.

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POLICY CHOICE

Charter outlines some vote requirements. Where the charter is silent, what vote requirements should be established in code?

Charter Defined Thresholds

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 6 councilor plus the mayor
Hold an <u>emergency</u> 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>

Future Recommendations for Consideration

- Process for handling tie votes in committees.
- Process for sending items with tie votes in Council to the Mayor for tie breaking.

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POLICY CHOICE

In what ways does the management of council meetings need to be altered?

Preliminary Choices based on Best Practices

Council Action	Preliminary Choice
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.

Future Recommendations for Consideration

Process for when the mayor is expected to attend regular or committee meetings of the City Council – such as for the annual State of The City, recommended budget presentation, proclamations, ceremonial resolutions, etc.

3.02 Draft Discussion

- 1. Who should be able to submit items to the council agenda?** Two potential options:
 - A. Any councilor may submit, then item is referred to council or committee for consideration (Mayor has equal ability as a councilor)
 - B. Items can be submitted by a council committee, or any elected official with the written approval of two additional councilors
- 2. If items are filed timely, should the Council President be able to determine whether an item is heard on the current agenda or on a future agenda?**
- 3. Should council have the authority to withdraw items from a committee (for consideration by the whole council)?**

Next Steps

- **August 14 – GTAC Meeting** – opportunity to discuss input received at listening session
- **September 20 – First reading** of ordinance revising PCC 3.02
- **2024 – Phase II recommendations** – Requesting GTAC assistance throughout in identifying and clarifying recommendations

Future Recommendation Discussion

Additional topics for recommendation to the 2025 Council?

Examples:

- Adjustments to meeting cycle for timely work and community participation
- Process for handling tie votes in committees
- 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.*
- Potential updates to rules around public testimony
- Recommendations on potential council committees or subcommittees
- Recommendations on which proclamations or ceremonial resolutions should be part of council meetings

Stay Engaged

- **Email the Transition Team** – transition@portlandoregon.gov
- **Provide verbal input** - Call 3-1-1
- **Attend the City Council meeting, sign up to testify, or provide written input** – <https://www.portland.gov/council/agenda>

Questions and Discussion

