

## **RESOLUTION NO. 2016.15**

### **CITY FINANCIAL INFORMATION CHARTER AMENDMENT ELECTION**

**WHEREAS**, under state law the City is required to keep certain financial records; and

**WHEREAS**, there is currently a council established policy that such information must be included in council agenda packets when available and posted on the City's web site; and

**WHEREAS**, the council desires to codify this policy within the City Charter.

**NOW THEREFORE**, the Sutherlin City Council hereby resolves:

**SECTION 1:** Pursuant to section 1.08.080 of the Sutherlin Municipal Code, an election is hereby called for the City of Sutherlin, Douglas County, Oregon for the purpose of submitting to City voters an amendment to the City Charter by amending Section 28 as set forth in Exhibit A attached to this Resolution.

**SECTION 2.** November 8, 2016 is designated as the date for holding the election for voting on the measure.

**SECTION 3:** The election will be conducted by the Douglas County Elections Office.

**SECTION 4:** The precincts for this election will include all of the territory within the corporate limits of the City of Sutherlin.

**SECTION 5:** Pursuant to section 1.08.100 of the Sutherlin Municipal Code, the Council adopts the following ballot title:

**CAPTION: CHARTER AMENDMENT PUBLIC ACCESS TO CITY FINANCIAL INFORMATION**

**QUESTION:** Shall Sutherlin amend the City Charter to require posting of financial records on line?

**SUMMARY:** The City is required by state law and council adopted policies to maintain certain financial records including monthly fiscal reports; monthly expenditure summaries (by department/fund); monthly expenditure detail (by department/fund); year-to-date expenditure summaries (by vendor); and credit card summary reports.

Currently, these documents are provided to the council as part of the agenda packet and posted on the City's web site. Making the information available in this manner is a council policy that may be changed by future councils.

This measure would amend the City's charter so that these financial records would be required to be made publicly available on the City's web site or similar technology. This requirement could

not be amended in the future without voter approval, but the proposed amendment provides authority for the council to adopt implementing ordinances to address changes in the types of records kept and technologies used by the City.

**SECTION 6:** Consistent with section 1.08.102 of the Sutherlin Municipal Code, the City Manager or the City Manager's designee shall file an explanatory statement for this proposed charter amendment with the Douglas County Department of Elections.

**SECTION 7:** The City Manager and City Recorder shall take all steps on behalf of the City as necessary to carry out the intent and purposes of this resolution in compliance with state and local law including but not limited to filing this measure with the Douglas County Department of Elections.

**SECTION 7:** This resolution is effective upon adoption by the City Council.

**PASSED BY THE CITY COUNCIL, ON THIS 11<sup>TH</sup> DAY OF JULY, 2016**

**APPROVED BY THE MAYOR ON THIS 11<sup>TH</sup> DAY OF JULY, 2016**

  
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Todd McKnight, Mayor

Attest:

  
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Debra L. Hamilton, CMC, City Recorder

*Exhibit A*

**CHARTER AMENDMENT SUBMITTED TO THE VOTERS BY THE CITY COUNCIL:**

Upon approval of the voters of the City of Sutherlin at the November 8, 2016 election, a new Section 35.5 is added to the City's home rule charter to read as follows

**Section 35.5. Public Disclosure of Financial Records.**

- (a) City Financial Records must be made available to the public on the City's web site or similar technology.
- (b) For the purposes of this section, City Financial Records means monthly fiscal reports; monthly expenditure summaries (by department/fund); monthly expenditure detail (by department/fund); year-to-date expenditure summaries (by vendor); and credit card summary reports.
- (c) The City Council may enact ordinances to implement this Charter section. Such ordinances may allow for public disclosure on a technology other than the City's web site if the Council finds that the other technology provides equivalent or better public access to the documents. Such ordinances may also amend the definition of City Financial Records if the records provided provide an equivalent or greater amount of information.