

BEFORE THE COUNCIL OF THE  
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF ADOPTING	)	RESOLUTION NO. 88-874
PROCEDURES FOR INTRODUCING AND	)	
CONSIDERING ORDINANCES AND	)	Introduced by Mike Ragsdale,
RESOLUTIONS	)	Presiding Officer

WHEREAS, The Council of the Metropolitan Service District has reorganized itself into seven standing committees by adopting Resolution No. 88-840; and

WHEREAS, The Council through adoption of Ordinance No. 88-241 requires that with limited exceptions all matters brought to the Council for a decision shall be in the form of either an ordinance or resolution; and

WHEREAS, Ordinance No. 88-241 requires the Council to set procedures for introducing and considering ordinances and resolutions; now, therefore,

BE IT RESOLVED,

1. That the Council of the Metropolitan Service District adopts the procedures for introducing and considering ordinances as described in Exhibit A attached hereto.

2. That the Council adopts the procedures for introducing and considering resolutions as described in Exhibit B attached hereto.

ADOPTED by the Council of the Metropolitan Service District this 23rd day of June, 1988.


  
Mike Ragsdale, Presiding Officer

EXHIBIT A

ORDINANCE PROCEDURE

- A. An ordinance may be introduced by the Council, a Councilor or Councilors, a Council Committee, or the Executive Officer. Each ordinance shall designate the person or persons or committee introducing the ordinance.
- B. The Council Clerk shall assign numbers and approve titles for all proposed ordinances. An ordinance shall be filed with the Council Clerk not later than ten (10) days prior to the next regular Council meeting for which it will be considered for first reading.
- C. An ordinance timely filed with the Clerk in proper form shall be placed on the next available regular Council agenda for first reading and referral by the Presiding Officer to a committee of the Council. The Clerk shall notify Councilors and the Executive Officer on a weekly basis of the referral status of ordinances. The following matters shall be considered and acted upon by the Council as a whole:
  - 1. Any emergency ordinance placed on a Council agenda as provided in Section 2.01.070(1) of the Metro Code; or
  - 2. Any ordinance proposed for Council action as a result of a contested case proceeding as provided in Chapter 2.05 of the Metro Code.
- D. An ordinance referred to a committee shall be scheduled for public hearing and committee consideration at the discretion of the Chair of the committee. The Council by a majority vote or the Presiding Officer may remove any ordinance from a committee for reassignment by the Presiding Officer or consideration by the Council. Consideration of such removal shall take place under the "Councilor Communication" agenda item at Council meetings.
- E. An ordinance receiving a favorable committee recommendation or referred to the Council without a recommendation shall be placed on a Council agenda at the discretion of the Presiding Officer for second reading and Council consideration. There shall be a committee report for each ordinance sent to the Council. The report shall state the committee's recommendation and a record of the vote and any other pertinent information of use to the Council.

- F. A minority report on any ordinance recommended by the committee may be submitted for Council consideration at the same Council meeting that the committee report is considered. Any committee member present at the committee meeting at which an ordinance was considered and voting against the prevailing side may serve notice at that committee meeting of his or her intent to file a minority report for Council consideration. Upon such notice and in order for the minority report to be considered by the Council the Councilor who had served notice shall prepare a written minority report which shall be submitted to the Clerk of the Council prior to the Council meeting at which the ordinance is scheduled for a second reading. The Council shall discuss and consider the minority report first.

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EXHIBIT B

RESOLUTION PROCEDURE

- A. A resolution may be introduced by the Council, a Councilor or Councilors, a Council Committee or the Executive Officer. Each resolution shall designate the person or persons or committee introducing the resolution.
- B. The Council Clerk shall assign number and approve titles for all proposed resolutions. A resolution shall be filed with the Council Clerk prior to referral to an appropriate Council committee. A proposed resolution shall be filed with the Council Clerk at least eight (8) days prior to consideration of the matter by a committee of the Council. A resolution introduced and recommended by a Committee shall be filed with the Council Clerk and shall be placed on a Council agenda at the discretion of the Presiding Officer.
- C. A resolution timely filed with the Clerk in proper form shall be referred to a committee by the Presiding Officer except for resolutions introduced and recommended by a Committee. The Clerk shall notify Councilors and Executive Officer on a weekly basis of the referral and status of resolutions. The Clerk shall notify Councilors and the Executive Officer on a weekly basis of the referral status of resolutions. The following matters shall be considered and acted upon by the Council as a whole:
  - 1. Any resolution placed on the agenda for any emergency meeting of the Council as provided in Section 2.01.050 of the Metro Code;
  - 2. Any resolution proposed for Council action as a result of a contested case proceeding as provided in Chapter 2.05 of the Metro Code; or
  - 3. Any action of the Metropolitan Exposition-Recreation Commission placed on the Council agenda as provided by Section 6.01.080 of the Metro Code.
- D. A resolution referred to a committee shall be scheduled for public hearing and committee consideration at the discretion of the Chair of a committee. The Council by a majority vote or the Presiding Officer may remove any resolution from a committee for re-referral by the Presiding Officer or consideration by the Council. Consideration of such removal shall take place under the "Councilor Communication" agenda item at Council meetings.

- E. A resolution receiving a favorable committee recommendation shall be placed on the next available Council agenda. There shall be a committee report for each resolution sent to the Council. The report shall state the committee's recommendation and a record of the vote and any other pertinent information of use to the Council.
- F. A minority report on any resolution recommended by the committee may be submitted for Council consideration at the same Council meeting that the committee report is considered. Any committee member present at the committee meeting at which a resolution was considered and voting against the prevailing side may serve notice at that committee meeting of his or her intent to file a minority report for Council consideration. Upon such notice and in order for the minority report to be considered by the Council the Councilor who had served notice shall prepare a written minority report which shall be submitted to the Clerk of the Council prior to the Council meeting at which the resolution is scheduled for a consideration. The Council shall discuss and consider the minority report first.

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STAFF REPORT

CONSIDERATION OF RESOLUTION NO. 88-874, FOR THE  
PURPOSE OF ADOPTING PROCEDURES FOR INTRODUCING  
AND CONSIDERING ORDINANCES AND RESOLUTIONS

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Date: May 17, 1988

Presented by: Mike Ragsdale

FACTUAL BACKGROUND AND ANALYSIS

On March 24, 1988, the Council adopted Ordinance No. 88-241A which amended Metro Code Chapter 2.01 pertaining to Council organization and procedure. Sections 2.01.070(c) and 2.01.080(d) of the amended Code require the Council to adopt a resolution which would establish procedures for introducing and considering ordinances and resolutions. Resolution No. 88-874 establishes procedures for introducing and considering resolutions and ordinances. The recommended procedures are consistent with the Council's legislative committee system and new Council procedures.

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NOTE: Exhibits A and B to the resolution reflect all the amendments proposed at the May 26 Internal Affairs Committee meeting.



**METRO**

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503/221-1646

# Memorandum

Agenda Item No. 6.4

Meeting Date June 23, 1988

Date: June 20, 1988

To: Metro Council

From: Mike Ragsdale, Chair *MR*  
Internal Affairs Committee

Regarding: COMMITTEE REPORT ON JUNE 23, 1988 COUNCIL MEETING AGENDA  
ITEM NO. 6.4: RESOLUTION NO. 88-874, FOR THE PURPOSE OF  
ADOPTING PROCEDURES FOR INTRODUCING AND CONSIDERING  
ORDINANCES AND RESOLUTIONS

The Internal Affairs Committee considered Resolution No. 88-874 at its meetings on May 26, June 9 and June 16, 1988. At the June 16, 1988 meeting, the Committee unanimously approved a motion to recommend that the Council adopt Resolution No. 88-874. Committee members in attendance were Councilors Collier, Cooper, Hansen, Kelley, Knowles, Waker and Ragsdale.

Resolution No. 88-874 sets forth procedures for introducing and considering ordinances (see Exhibit A) and resolutions (see Exhibit B). The need for such a resolution stems from Council adoption of Ordinance No. 88-241A on March 24, 1988. That ordinance revised the Metro Code pertaining to Council organization and procedure. Sections 2.01.070(c) and 2.01.080(d) of the amended Metro Code require the Council to adopt such procedures by resolution.

The procedures set forth in Exhibits A (for ordinances) and B (for resolutions) are consistent with the provisions of the Metro Code as amended by Ordinance No. 88-241A. The procedures a) indicate how ordinances and resolutions may be introduced; b) provide filing requirements and deadlines; c) provide procedures for placing ordinances and resolutions on committee and Council agendas and list under what circumstances ordinances and resolutions will be considered directly by the Council; d) provide procedures for removing ordinances and resolutions from a committee; e) provides a requirement for a committee report on each ordinance and resolution referred from a committee to the Council; and f) provides a procedure for a minority report to be prepared and considered by the Council prior to consideration of a committee report on an ordinance or resolution.

DEC:gpwb  
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