City of Portland
Charter Commission Agenda

Location, Date, etc.

1. Call to Order

   a. Due to the existence of an "emergency or urgent issue", the Charter Commission Committees will conduct this meeting by remote methods/technology at the Zoom link provided below, in accordance with the requirements of 1 M.R.S. section 403 -B and the Charter Commission Remote Participation Policy.

   You are invited to a Zoom webinar.
   When: Jan 11, 2022 06:00 PM Eastern Time (US and Canada)
   Topic: Charter Commission Procedure Committee

   Please click the link below to join the webinar:
   https://us06web.zoom.us/j/87318704674?pwd=VmNmSFNXUk9KQlNpaXpNc2REdVRQdz09
   Passcode: 564793
   Or One tap mobile :
   US: +16465588656,,87318704674#,,,,*564793# or
   +13017158592,,87318704674#,,,,*564793#
   Or Telephone:
   Dial(for higher quality, dial a number based on your current location):
   US: +1 646 558 8656 or +1 301 715 8592 or +1 312 626 6799 or +1 720 707 2699 or
   +1 253 215 8782 or +1 346 248 7799
   Webinar ID: 873 1870 4674
   Passcode: 564793
   International numbers available: https://us06web.zoom.us/u/kcF1jRD5xT

2. Review and Approval of Minutes .

   a. Approval of the Draft December 28, 2021 meeting minutes.

3. Revised Pay Structure for City Council

   a. a. Public Comment

4. Code of Ethics including Disclosed Rules

   a. a. Public Comment

5. Communication Policy for City Staff and Elected Officials
    a. a. Public Comment
6. New Business
7. Adjourn

Procedures Committee Dec. 28, 2021

Present: Barowitz, Kebede, Washburn
Absent: Waxman
Also in attendance: Counsel Katsiaficas

Meeting called to order 6:08 p.m.

Commissioner Barowitz presented a proposed Code of Ethical Conduct, including conflict-of-interest disclosures, for elected officials and department heads in the city.

Discussion followed on topics including how to raise ethical complaints against elected officials; practices around disclosure of complaints; who should evaluate ethics complaints.

A consensus decision emerged to revise the proposal and submit to Mr. Katsifiacas for conversion to charter-friendly language, while awaiting better information on whether the commission is proposing an ombudsperson or public advocate.

A public comment period was offered but no comment was made.

Meeting adjourned 7:02 p.m.

Draft Language for a Charter Provision Governing Compensation for City Council Members

FROM: Patricia Washburn
TO: Portland Charter Commission Procedures Committee, Commissioners Kebede, Waxman, and Barowitz
DATE: Dec. 29, 2021
RE: Compensation for City Council Members

Add to Section 2, City Council:

> All Portland citizens should be able to serve in elected office, regardless of age or wealth. Thus, the city must to appropriately compensate councilors to improve access to public office, create more competition and greater choice for voters, and as a safeguard against corruption.
>
> Each member of the City Council shall therefore be paid based on the estimation that researching proposals, meeting with and responding to constituents, and preparing for and participating in council and committee meetings shall require an average of 20 hours a week of work. Councilor pay will be set at $17 an hour for that work as of the year of adoption of this measure, to be subject to the same cost-of-living increases provided to all non-union employees of the city.
>
> Nothing in this provision shall alter city councilors' access to benefits including health insurance and retirement.

Draft Language for a Charter Provision Governing Communications Between City Staff and Elected Officials

FROM: Michael Kebede
TO: Portland Charter Commission Procedures Committee, Commissioners Washburn, Waxman, and Barowitz
DATE: November 22, 2021
RE: Communications between City Staff and Elected Officials

Article VI, Section 5 of the Portland City Charter shall be amended to include the following language:

> The Chief Executive shall use their best efforts to see that the laws and City ordinances are enforced and that the duties of all subordinate officers are faithfully performed. The Chief Executive shall take care that the funds of the City are properly expended, and shall recommend to the consideration of the City Council whatever measures the Chief Executive may deem necessary for the prudent and efficient management of the affairs of the City, including but not limited to rules that govern communications between city staff and elected officials.

Article VI, Section 5 of the Portland City Charter shall be amended as follows:

> ~~Neither the mayor nor members of the city council shall direct, request or interfere with the appointment or removal of any of the officers or employees of the city for whom the city manager is responsible, nor shall any of them give an order, publicly or privately, to any such city officer or employee relating to any matter in the line of that officer's or employee's city employment.~~
>
> ~~Notwithstanding the foregoing, nothing herein is intended to prevent the city manager from assigning staff to work and communicate directly with councilors, boards and commissions, council committees, neighborhood and other groups and organizations, on city work.~~