



Prineville City Council Meeting June 10th, 2008

Issue Summary

Topic: Council Meeting Minutes

Department: Administration

Staff: Wayne Van Matre

For Council Consideration

In an effort to streamline administrative processes, in this council packet we have presented an alternative to the written meeting minutes. Since January of 2008, council meetings have been digitally recorded and fully annotated. These recordings are publically available on the City's website.

It is staffs desire to transition away from fully transcribed written minutes to a meeting brief. This short summary page would complement the digital recordings of record and together, these records would fully comply with ORS 192.650(1).

In this packet, staff has prepared both fully transcribed meeting minutes and a meeting brief for your comparison. The digital recording of record is available at www.cityofprineville.com/meetings

Staff would like to receive Council feedback on the transition to digital recordings and accompanying meeting briefs instead of fully transcribed written minutes. If Council is favorable to the concept, staff will prepare a resolution to repeal Code section 30.08 which is written in a way which could require the "reading" of the minutes when in fact the minutes would be "played" should such a vote ever be called.

If you have not yet visited the website meetings page and would like an overview of how to access the digital recordings, please stop by the IT office and staff would be glad to assist you in accessing the files.