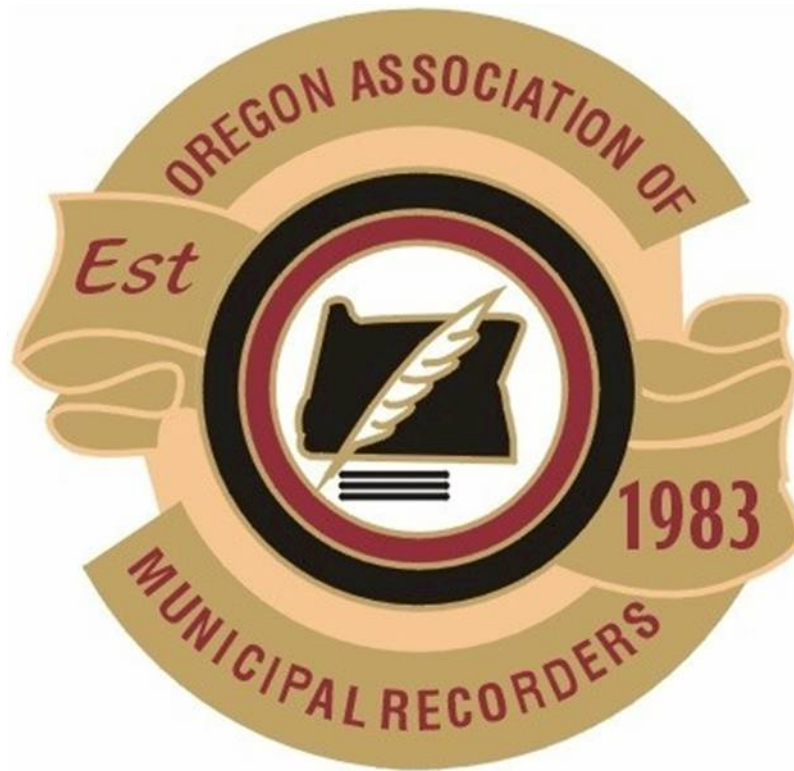


# OAMR LEGISLATIVE COMMITTEE PROCEDURE MANUAL

Drafted January 2005



## **Legislative Committee Procedures (Drafted January 2005)**

**Purpose:** The purpose of the Legislative Committee is to keep members apprised of legislative activity in the State of Oregon.

**Responsibilities:**

- a. Committee members will monitor legislation, in particular, those proposed bills which might be beneficial or detrimental to the interests of cities, and the profession of the City Clerk/Recorder.
- b. Committee members will send information to members via the OAMR email or post information on the OAMR Bulletin Board; flagging proposed legislation which may require follow up and possible action by the members or city officials. (See attached sample letters of support and opposition to proposed legislation)
- c. Chair or her/his designee will be OAMR's representative to the LOC Legislative Committee. Committee members should also ask to be on the mailing lists for the LOC Legislative Updates which are issued on a regular basis during session.
- d. Committee members should contact their legislators to get on the legislative mailing lists to receive (during session) the Weekly Cumulative Index, and the Senate and House legislative Calendars. This will enable members to track legislation and have access to the lists of which legislators are assigned to each committee hearing legislation.
- e. Request suggestions from all OAMR members for issues, which affect cities and may be an issue before the legislature. Gathering suggestions for issues to follow or bring forward, should be an ongoing process throughout the year.

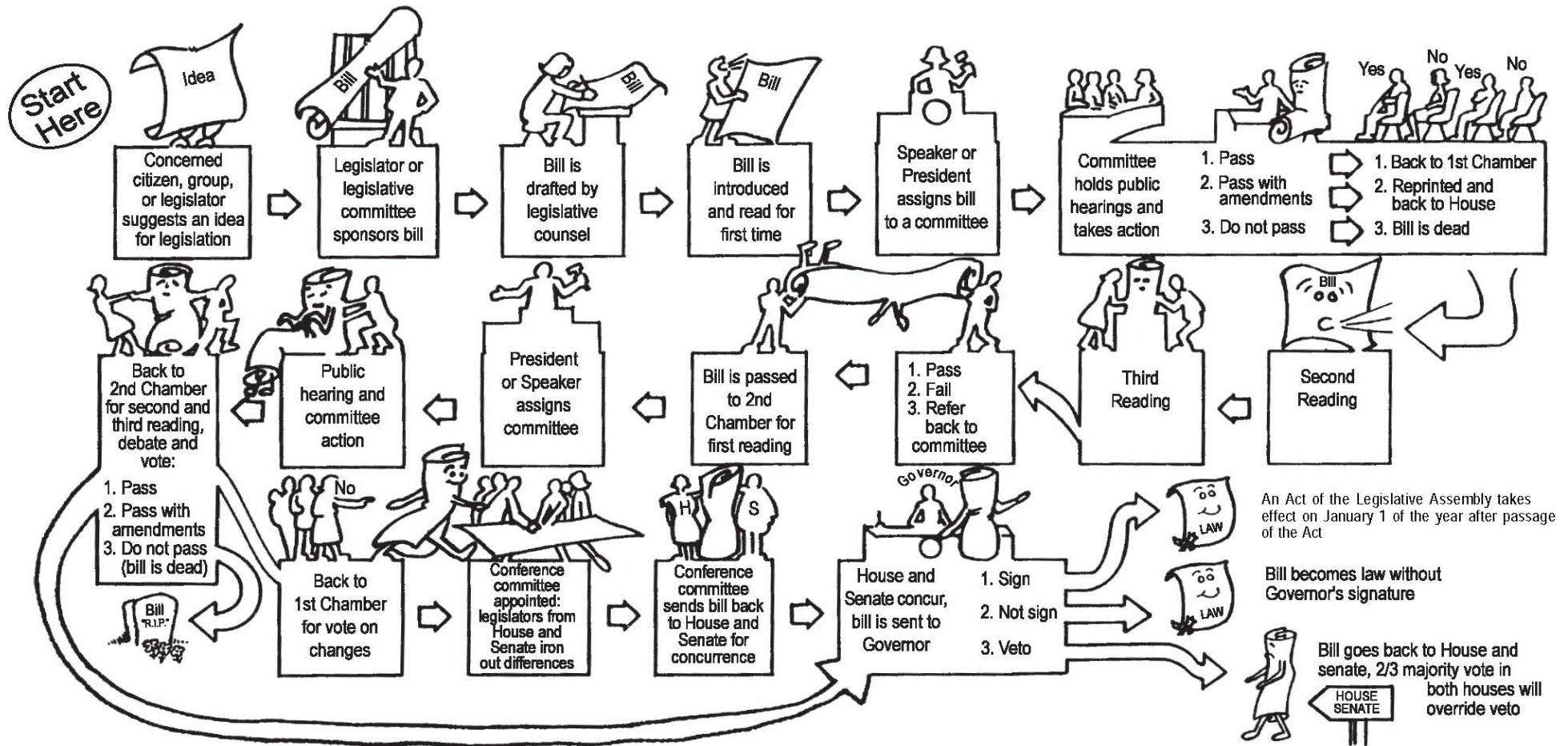
**For legislation that requires immediate attention of the members and/or their city officials.**

- f. Chair will contact League of Oregon Cities (LOC) legislative staff to see if the issue is already being considered for draft legislation. LOC may not know since legislators routinely keep their personal issues confidential.
- g. Committee members will contact members via, OAMR email and/or Bulletin Board notifying them of the issues, so all members can contact their local legislators to heighten awareness of the issue and generate interest in either bringing legislation forward or opposing legislation. It would be important for members to be able to respond within a minimum of two (2) days. Especially when the time frame during session when legislative actions happen on short notice, especially towards the closing days of session.
- h. Coordinate with the Professional Image Committee to provide training at the LOC workshop of newly elected officials.
- i. Work with the OAMR website committee to post and update legislative links on the website.

Attachments: "How an Idea Becomes Law"  
Sample letters of support and opposition to legislation

# How An Idea Becomes Law

*A Simple View of the Oregon Legislative Process*



## THE OREGON LEGISLATIVE ASSEMBLY

The Oregon Legislative Assembly is state government's "board of directors." It is responsible for making laws dealing with Oregon's well-being, adopting the state's budget, and for setting public policy. The Legislative Assembly is made up of two bodies: the Senate and the House of Representatives. The Senate consists of 30 members elected for four-year terms. The House consists of 60 representatives elected for two-year terms. Each member of the legislature represents a district (an area determined by population). Every Oregonian is represented by one state senator and one state representative. Over 3,000 bills are considered each session. Relying largely upon work done in committees, the legislature enacts about one-third of the bills into Law. The Legislature convenes on the second Monday in January of every odd numbered year for approximately six months.

February 26, 2001

House Rules, Redistricting, and  
Public Affairs Committee

Chair Wilson and Members of the Committee:

The Oregon Association of Municipal Recordors (OAMR) urges you to vote "do not pass" on House Bill 2615, which proposes a change to the law allowing counties to charge cities for a proportion of the costs for voters pamphlets used for primary and general elections.

The proposed language in HB 2615 is vague and confusing. County Clerks, are by ORS definition, "... the county official in charge of elections." Per ORS 254.046, cities bear the expense of a *special* election, but are not required to bear the costs of biennial primary or general elections. Cities are dealing with budget shortfalls and this additional financial burden could further impact cities abilities to provide basic city services at current service levels.

OAMR urges a no vote on HB 2615.

Respectfully,

Sheila Cox, MMC, President  
Oregon Association of Municipal Recordors  
City of Roseburg  
900 SE Douglas Avenue  
Roseburg, OR 97470-3397  
(541) 672-7701

March 9, 2001

Joe Schweinhart  
League of Oregon Cities  
1201 Court St., NE  
Salem, OR 97301-1474

RE: Senate Bill 705

Dear Mr. Schweinhart:

The Oregon Association of Municipal Recorders (OAMR) would like to support LOC's opposition to Senate Bill 705.

While OAMR supports cities use of websites as means to communicate with their citizens, we understand that limiting public notices to websites will not reach all of the citizens. Furthermore, the proposed requirement to post notice in all county courthouses if the website is the sole means of public notice posting, it not realistic.

Please feel free to contact Debbie Jermann, OAMR Legislative Committee Chair, if we can be of any assistance to LOC addressing any developments that occur with SB 705. Debbie can be reached at (503) 618-2697 or [jermann@ci.gresham.or.us](mailto:jermann@ci.gresham.or.us).

Sincerely,

Sheila Cox, MMC  
OAMR President  
January 18, 2001

Christy Monson  
League of Oregon Cities  
P.O. Box 928  
Salem, OR 97308

RE: Proposed Legislation to Amend ORS 221.310

Dear Ms. Monson:

The Oregon Association of Municipal Recorders (OAMR) would like to go on record in support of proposed legislation (LC 1847) which would amend ORS 221.310, creating an immediate effective date for Resolutions, in lieu of 30 days after passage as ORS 221.310 currently states.

As the statute currently reads, there is a potential for a problem for cities unfamiliar with this provision, particularly for resolutions. Often, Resolutions merely state a position, or serve as guidelines on how to carry out city code. Although no real emergency exists, cities must declare an emergency in order to be able to adopt a resolution with an immediate effective date.

Please feel free to contact me if you have any questions or if we can be of further assistance.

Sincerely,

Sheila Cox, CMC  
OAMR President