

Executive Session Attendance

Instructions for Media Application

Pursuant to ORS 192.660(4), representatives of the news media shall be allowed to attend executive sessions other than those held pursuant to ORS 192.660(2)(d) (labor negotiations) or ORS 192.660(2)(h) (litigation - when the member of the news media is a party to the litigation or is an employee, agent, or contractor of a news media organization that is a party to the litigation). [ORS 192.660(5)]. When the media attends an executive session, the City Council requires that information discussed in executive session not be disclosed.

The City Council for the City of Lincoln City is tasked with the responsibility of determining who is a representative of the news media for purposes of attending an executive session meeting. Any interested applicant must complete the Application for Recognition as a Representative of News Media form and submit it and any supporting documents to the Lincoln City Recorder. Only applications submitted on the prescribed form will be considered. Upon receipt of a completed application form and any supporting information, consideration of the application will be placed on the agenda for the Lincoln City Council's next regularly scheduled public session meeting. When a complete application for recognition as news media is pending, the City Council will delay any scheduled executive session meeting until a decision on the application is made by Council.

For guidance as the type of evidence that would be helpful to the City Council's determination, applicants are encouraged to review the April 18, 2016 Oregon Attorney General Opinion, a copy of which is attached.

Application for Recognition as a Representative of News Media

Name of Applicant (Individual Representative): _____

Name of Media Entity Applicant Represents: _____

Applicant's Position at Media Entity: _____

Address of Media Entity: _____

Applicant's phone and email contact info: _____

Describe the nature of overall business operations of the represented media entity:

Describe how the represented media entity disseminates news to the public (e.g., newspaper, magazine, radio, internet) and the frequency of publication:

Describe any other factors that may demonstrate that the represented media entity is formally organized for the purpose of gathering and disseminating news to the public:

Please describe the general subject matters the represented media entity regularly reports on and disseminates to the public:

Please provide any additional evidence the applicant wishes the City Council to consider:

I hereby certify under penalty of perjury and false swearing that the information provided herein is true and correct.

Applicant Signature _____

Dated _____

* Please attach to the Application any additional documents or information that the applicant would like the Lincoln City Council to consider when determining if the applicant is a representative of institutional news media for purposes of ORS 192.660(4).

As a representative of the news media, I agree to comply with ORS 192.660(4). This certification terminates if the individual ceases to work with media organization represented or the media organization ceases to exist.

Application and supporting material, if any, must be submitted to the Lincoln City Recorder either in person at City Hall, Third Floor, 801 SW Hwy 101, Lincoln City, Oregon 97367; by mail to City of Lincoln City, PO Box 50, Lincoln City, OR 97367; or by email to cityrecorder@lincolncity.org.