

BILL NO. \_\_\_\_\_

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AMENDING SECTIONS 2-59 AND 2-64 OF THE CODE OF ORDINANCES REGARDING CLOSED RECORDS AND RECORDS REQUESTS.**

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WARRENSBURG, MISSOURI AS FOLLOWS:**

SECTION ONE. Section 2-59 is hereby amended to read as follows:

**Sec. 2-59. Closed meeting, records and votes.**

- (a) Except to the extent disclosure required by law, the City or any subunit of the city is authorized to close meetings, records and votes, to the same extent authorized by Section 610.021 RSMo and as the same is amended. Any record authorized to be closed is closed absent action by the City to open the record.
- (b) Except as set forth in subsection (c) below, no meeting or vote may be closed without an affirmative public vote of the majority of a quorum of the public governmental body. The vote of each member of the public governmental body on the question for closing a public meeting or vote and the specific reason for closing that public meeting or vote by reference to a specific section of this chapter shall be announced publicly at an open meeting of the public governmental body and entered into the minutes.
- (c) When the public governmental body proposes to hold a closed meeting or vote, notice shall be given of the time, date and place of such closed meeting or vote and the reason for holding it by reference to the specific exception allowed pursuant to the provisions of RSMo 610.021. Such notice shall comply with the procedures set forth in section 2-57 for notice of a public meeting.
- (d) Any meeting or vote closed pursuant to this section shall be closed only to the extent necessary for the specific reason announced to justify the closed meeting or vote. No business shall be discussed in a closed meeting, record or vote which does not directly relate to the specific reason announced to justify the closed meeting or vote.
- (e) Nothing in this section shall be construed as to require a closed meeting, record or vote to discuss or act upon any matter.
- (f) Public records shall be presumed to be open unless otherwise exempt pursuant to the provisions of RSMo Ch. 610 and this chapter.
- (g) All votes taken in closed session shall be by roll call vote.

SECTION TWO Section 2-64 is hereby amended to read as follows:

**Sec. 2-64. Providing access to or copies of public records.**

Should a person authorized by state law to obtain city records request access to, or photocopies of, public records, there is hereby established a search and photocopying fee not to exceed ten cents (\$0.10) per page or such amount as may be set by RSMo Ch. 610 and as the same may be amended, for paper not larger than nine (9) by fourteen (14) inches, with an hourly fee for staff time not to exceed the average hourly rate of pay for clerical staff of the public governmental body. Research time required to respond may be charged at actual costs. Fees for providing access to public records maintained on computer facilities, tapes, disks, films, pictures, maps, slides, graphics, illustration, or other media or devices and for paper copies larger than nine (9) by fourteen (14) inches, shall include the actual cost of the copies and staff time not to exceed the average hourly rate of pay for staff required to make the copies. Payment of copying fees may be requested in advance.

SECTION THREE. It is intended that the provisions of Sections One of this ordinance be incorporated into the Code of Ordinances of the City of Warrensburg.

SECTION FOUR. This ordinance shall be in full force and effect from and after its passage.

Read Two Times and Passed by Title this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk