

**RESOLUTION NO. 2025/26-16  
CITY OF DAYTON, OREGON**

***A Resolution Adopting an Executive Session News Media Attendance Policy***

**WHEREAS,** Oregon public meetings law provides that representatives of the news media shall be allowed to attend certain executive sessions of public bodies, but may be requested to not disclose specified information (ORS 192.660(4)); and

**WHEREAS,** because at the time state law relating to media attendance at executive session was adopted, "news media" consisted of entities that were institutionalized and structured to support compliance with the requirements of ORS 192.660(4), the law includes no express mechanism for enforcing those requirements; and

**WHEREAS,** technological advances since the time the public meetings law was initially adopted have resulted in development of communication mechanisms allowing virtually any individual or entity to disseminate information widely; and

**WHEREAS,** the city council finds that in that absence of a statutory definition of "news media" as that term is used in ORS 192.660(4) it is necessary to adopt a policy that implements the intent of the public meetings law relating to executive session attendance without precluding attendance by internet-based or other "non-traditional" information disseminators that are institutionalized and committed to compliance with ORS 192.660(4); and

**WHEREAS,** the city council recognizes that this policy is solely for determining eligibility to attend executive sessions, which requests non-disclosure of specified information from executive sessions, and is not intended to otherwise define "news media" or to determine eligibility to report on the city's activities or to limit access to other city meetings by any person;

**NOW, THEREFORE,** the City of Dayton resolves as follows:

**Section 1.** The "Executive Session News Media Attendance Policy," set forth in Schedule A, attached to this Resolution, is hereby approved.

**Section 2.** The "Recognized New Media Representative Application," set forth in Schedule B, attached to this resolution, is hereby approved.

**Section 3.** This Resolution shall take effect immediately upon adoption.

**ADOPTED** on this 5<sup>th</sup> day of January 2026.

**In Favor:** Hildebrandt, Hover, Mackin, Pederson, Teichroew, Wilkins

**Opposed:**

**Absent:** Frank

**Abstained:**

\_\_\_\_\_  
Drew Hildebrandt, Council President

\_\_\_\_\_  
Date Signed

ATTEST:

\_\_\_\_\_  
Rocio Vargas, City Recorder

\_\_\_\_\_  
Date of Enactment

Attachments: Schedule A  
Schedule B

## **SCHEDULE A**

### **EXECUTIVE SESSION NEWS MEDIA ATTENDANCE POLICY**

1. Recognized News Media Organizations. The following entities are recognized as news media organizations eligible to attend executive sessions:
  - (A) Daily newspapers, non-daily, and small-market newspapers/publications, as well as similar publications that are released as digital and multiplatform products; or
  - (B) A newspaper or publication that the city uses for publication of public notices and that meets the requirements of ORS 193.020; or
  - (C) An entity that is organized and operated to regularly and continuously publish, broadcast, transmit via television, radio or the internet or otherwise disseminate news to the public, and that regularly reports on activities of public concern.
2. Attendance at Executive Sessions. Representatives of news media organizations recognized pursuant to Section 1 of this policy shall be allowed to attend executive sessions, except as described below in paragraphs (D) and (E) of this section, pursuant to the following process:
  - (A) The representative must provide substantial evidence persuading the city that he or she is a news reporter for the recognized news media organization. In making its determination whether to recognize the person as a representative of the news media organization, the city may require:
    - (a) A press badge or identification issued by the recognized news media organization, plus proof of identity (such as a driver's license); or
    - (b) A recently published news article in the recognized news media organization publication or broadcast, with the person's byline, or a masthead showing the person's name as a member of the news gathering staff of the news media organization, plus proof of identity; or
    - (c) A letter on letterhead from an editor of the recognized news media organization in which the editor states that the reporter is covering the meeting for the news media organization, plus proof of identity.
    - (d) Any other credentials or evidence sufficient to demonstrate that the individual is a representative of the news media.

The city requires that requests to be recognized as a representative of a news media organization be made in writing on a form provided by the city. The form shall require disclosure of the person's name, and the entity for which he or she is a representative and shall require submission of evidence described in subsections 2(A) of this policy. The form shall also include a

certification that the person is a representative of a recognized news media organization, that the information given is true, and that the person agrees to comply with ORS 192.660(4). The form will be made available on the city's webpage and upon request by any individual.

- (B) Persons are requested to provide the information to the City in advance of the scheduled executive session. In the event that a person claiming to be a representative of a news media entity fails to provide advance information of their credentials, the person will either be allowed to attend the executive session, or the executive session will be postponed until a later time
  - (C) The requirement to submit a request to be recognized as a representative of a news media organization shall apply only to the first time an individual seeks recognition. Once the city has verified the individual's credentials, they will not need to submit a request for subsequent executive sessions unless there is a change in their employment with the news media organization. Any changes in employment status must be reported to the city, and a new request for recognition must be submitted.
  - (D) Representatives of the news media are not permitted to attend executive sessions involving deliberations with persons designated to carry on labor negotiations. ORS 192.660(4).
  - (E) If the executive session is being held to confer with counsel about current litigation or litigation likely to be filed, the city shall exclude any member of the news media from attending if the member is a party to the litigation to be discussed or is an employee, agent or contractor of a news media organization that is a party to the litigation. ORS 192.660(5).
3. Recording Devices Prohibited. Cameras, tape recorders and other recording devices shall not be used in executive sessions, except for the official executive session tapes made by city staff.
  4. Application to Boards, Commissions, and Committees. These policies and procedures shall apply to the city council and all of its boards, commissions and committees.

**SCHEDULE B**  
**RECOGNIZED NEWS MEDIA REPRESENTATIVE APPLICATION**

Pursuant to the City of Dayton's Executive Session News Media Attendance Policy, those claiming to be representatives of the news media are requested to complete this form. Please provide the requested information below, complete and sign the certification section, and submit the completed form to the City Recorder, Rocio Vargas by: (1) sending the completed form via e-mail to [rvargas@daytonoregon.gov](mailto:rvargas@daytonoregon.gov) or (2) delivering a completed copy to PO Box 339/416 Ferry St., Dayton, OR 97114.

**NOTE:** If the city is unable to verify this information prior to the start of an executive session, your attendance at the executive session may be denied or the executive may be postponed.

\_\_\_\_\_  
YOUR NAME

\_\_\_\_\_  
NAME OF THE NEWS MEDIA ORGANIZATION REPRESENTED

CERTIFICATION OF REPRESENTATION:

I, \_\_\_\_\_ certify the following to be true and accurate:

I represent the following:

- ☐ A daily newspaper, non-daily, or small-market newspaper/publication, or similar publication that is released as a digital or multiplatform product.
- ☐ A newspaper or publication that the city uses for publication of public notices and meets the requirements of ORS 193.020.
- ☐ A news media organization that is organized and operated to regularly and continuously publish, broadcast, transmit via the internet or otherwise disseminate news to the public, and that regularly reports on activities of the city or matters of the nature under consideration by the city council.

The news media organization that I represent is committed to complying with the requirement that confidential executive session information be undisclosed.

I have provided the following credentials sufficient to allow the city to determine that I am a representative of the above identified news media organization (select all that apply):

- ☐ A press badge or identification issued by the news media organization, plus proof of my identity;
- ☐ A copy of a recently published news article showing my name as a member of the news gathering staff of the news media organization, plus proof of my identity;

- ☐ A letter on letterhead from an editor of the news media organization that states that I am covering the meeting for the news media organization, plus proof of my identity; or
- ☐ The following evidence sufficient to show that I am a representative of the above identified news media organization: \_\_\_\_\_

As a representative of the news media, I agree to comply with ORS 192.660(4).

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SIGNATURE

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DATE