

**AN ORDINANCE TO AMEND CHAPTER 2 OF THE CITY CODE REGARDING STORAGE OF TAPES OF COUNCIL MEETINGS**

#4527

Sponsor:

Council  
President  
Shabazz

WHEREAS, the public meetings conducted by City Council are critical venues for City business, and the retention and storage of footage from those meetings is vital; and

WHEREAS, owing to technological advancements and the modernization of the City's television station – WITN 22 – footage from Council meetings is now available in electronic form, and accessible online; and

WHEREAS, storing and making available such footage electronically, rather than on physical tapes, is less costly and can enhance accessibility for the public; and

WHEREAS, City Council deems it necessary to update the applicable provision of the City Code to ensure that language regarding storage of Council meeting footage is inclusive of electronic files and storage.

**THE COUNCIL OF THE CITY OF WILMINGTON HEREBY ORDAINS:**

**SECTION 1.** Chapter 2 of the City Code is hereby amended by amending Section 2-33 by deleting the stricken language and by adding the underlined language as follows:

**Sec. 2-33. – Storage of ~~tapes~~ videos of council meetings.**

The ~~videos tapes~~ of all regular city council meetings, and of standing committee meetings and any special meetings of city council, which are prepared in connection with the telecast of council meetings live and for retelecast, shall be collected, maintained and stored in suitable locations, with appropriate safeguards for their preservation to be taken by the office of cable and communications in accordance with the records retention schedule approved by the state archives under applicable state law. The collection and storage of such ~~videos tapes~~ is for historical purposes, for use in orientation and training of new city council members, and for educational purposes in connection with local high school and university student programs. The provisions of this section shall be applicable to all ~~videos tapes~~ of city council meetings that are extant as of September 19, 1991 as well as prospectively after October 4, 1991.

**SECTION 2.** This Ordinance shall become effective immediately upon its date of passage by the City Council and approval by the Mayor.

First Reading..... May 17, 2018  
Second Reading.... May 17, 2018  
Third Reading.....

Passed by City Council,

\_\_\_\_\_  
President of City Council

ATTEST: \_\_\_\_\_  
City Clerk

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2018

\_\_\_\_\_  
Mayor

**SYNOPSIS:** This Ordinance amends Chapter 2 of the City Code related to storage requirements for tapes of Council meetings. This Ordinance would ensure that videos of standing committee meetings are included, and that language is inclusive of electronic video footage consistent with applicable provisions of State law, and accounting for advancements in technology and the modernization of the City's television station.

**FISCAL IMPACT STATEMENT:** This Ordinance could result in cost savings associated with electronic storage of videos, compared with the costs of purchasing, storing and archiving tapes.

**POLICY STATEMENT:** This proposed Ordinance is intended to ensure that the City Code section pertaining to the storage of video footage from Council meetings includes language inclusive of electronic files, to account for advancements in technology and the modernization of the City's television station. Research indicates that electronic retention can lower the cost of storage and archiving, while enhancing accessibility to the public.