



**MINUTES
KEIZER CITY COUNCIL
WORK SESSION
Monday, March 29, 2021
Keizer Civic Center
Keizer, Oregon**

**CALL TO
ORDER**

Mayor Clark called the meeting to order at 6:00 pm. Attendance was taken as follows:

Council:

Cathy Clark, Mayor
Laura Reid, Councilor
Roland Herrera, Councilor
Elizabeth Smith, Councilor
Dan Kohler, Councilor
Ross Day, Councilor (6:02)
Kyle Juran, Councilor

Staff:

Chris Eppley, City Manager
Shannon Johnson, City Attorney
Tracy Davis, City Recorder

**DISCUSSION
City Council
Rules of
Procedure**

City Attorney Shannon Johnson and Council briefly reviewed changes he had made that Council had suggested at the last work session. All changes were accepted. Additional edits follow:

Section 2.9: Add '*Pursuant to Council Resolution,*' at the beginning.

Section 3.1: See Section 18.14

Section 5.3: Change '*communications*' to '*comments*'.

Section 5.4: Ordinance or resolution to support this action to be developed.

Section 6.1(l): Change '*should*' to '*is encouraged to*'.

Section 7: Change '*communication*' to '*comment*' throughout.

Detailed review of each additional section started at Section 14.

Section 16.1, paragraph after subsection 16.1(c)(3): Add In situations where the council member in question '*committed the substantial violation, but*' was not acting...

Section 18.14: Suggested: "*At the chair's discretion and without objection from the committee, committees may hold a meeting electronically showing the need for participation, accountability and accessibility in the minutes preceding the meeting.*" This would also apply to Section 3.1.

Section 19.1: Change specifically referenced statutes to more generic language.

Section 20.1(a): Work on language for goal parameters.

Section 20.1(b): Change “shall” to “are strongly encouraged”.

Section 22.2: Add language that the captions are for reference and have no controlling authority.

**City Council
Orientation/
On-Boarding**

Mayor Clark referred to her handout highlighting various titles and providing details and clarification.

ADJOURN

Mayor Clark adjourned the meeting at 8:01 p.m.

MAYOR:

APPROVED:

Cathy Clark

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – Laura Reid

Councilor #4 – Roland Herrera

Councilor #2 – Ross Day

Councilor #5 – Elizabeth Smith

Councilor #3 – Kyle Juran

Councilor #6 – Daniel R. Kohler

Minutes approved: 04-19-21