

**MINUTES
FAIRVIEW CITY COUNCIL WORK SESSION
FAIRVIEW CITY HALL
1300 NE VILLAGE STREET
FAIRVIEW, OREGON 97024**

July 16, 2003 -- 5:30pm

**I. CALL TO ORDER/
ROLL CALL**

Mayor Weatherby called the meeting to order at 5:35pm.

PRESENT: Mayor Mike Weatherby
Councilor Darrell Cornelius
Councilor Sherry Lillard
Councilor Steve Owen
Councilor Len Edwards
Councilor James Raze
Councilor Jim Trees

STAFF PRESENT: Mary Jo Briggs, City Administrator
Roy Wall, Finance Director
John Andersen, Community Development
Director
Melissa Slotemaker, Associate Planner
Pam Beery, City Attorney
Caren Huson, City Recorder

**II. PRESENTATION
Watershed Preservation**

Krista Jacobsen, a volunteer for AmeriCorps, presented the Fairview Creek Watershed Council AmeriCorps Projects. Ms. Jacobsen explained that Watershed Councils are mandated to locally respond to regional environmental issues. Ms. Jacobsen's projects while at the City included a Fairview Creek Watershed Assessment, "Reach" summaries, and watershed maps; in addition, a watershed action plan was created which prioritizes individual projects in Fairview.

III. COUNCIL OPERATIONS

Mayor Weatherby stated that the first part of the Council Operations discussion would be the process. In terms of serving the City, to accomplish things for the citizens takes a thoughtful process, and Mayor Weatherby wanted to enhance and facilitate the Council members into accomplishing what they set out to do, and to be effective and move Fairview forward. In regards to individual Council concerns, raised privately to other Council members, there is an eventuality of an issue coming to Council for a vote. Mayor Weatherby sees the process as including Council topics and ideas in workshop for all to discuss; every member of the Council has the right to bring up anything during Council Reports at the end of the Council Agenda. Mary Jo Briggs, City Administrator, mentioned that it would be very helpful to her if everyone follows the same process in bringing items forward for the Council Agenda.

Councilor Owen commented that if he had a topic to place on the Council Agenda, that he would phone the City Administrator and have her weigh in on whether it belonged on an immediate agenda or future agenda. In addition, he may phone the Mayor if he wanted additional support in placing an item on the Agenda; if that fails, he would bring the topic up during Council Reports. Councilor Raze agreed with Councilor Owens scenario, but he did not know if a motion to vote during Council Reports would be appropriate; he preferred items being discussed in a work session first.

Councilor Cornelius stated that he had reviewed the City's Charter, Code, and Council Rules of Order, and added that all of those documents needed to be reviewed and revised, with clarifications added. Councilor Cornelius suggested that a Council sub-committee be formed to review the documents and make recommended changes to Council, with input from the City Attorney and City Administrator. Councilor Cornelius mentioned that, in the past, he had been told if he wanted an item on the Council Agenda, all he had to do was ask; however, when he did try to place an item on the Agenda, he was met with resistance.

Councilor Lillard commented that she did not think Council should discuss the assembling of the Agenda; but, when an item is placed on the Agenda, she wants all the pros and cons contained in the staff report in addition to staff's opinions. If a project affects staff time in some way, she wants to know that before she makes a decision. If Councilors were to add a topic during a regular Council meeting, she would not be in favor of it unless she knew how it would affect staff. Councilor Lillard stated that she did not think a Council sub-committee was a bad idea, but she felt the City Administrator has to weigh in heavily because she knows the demands on staff.

Councilor Cornelius commented that he did not think there was enough time for Council members to review their Council packet when it is delivered the Friday prior to a Wednesday night Council meeting.

Councilor Trees stated that he thought the process should be made clearer on how to place an item on the Council Agenda. Councilor Raze mentioned that he would like to see all the information on a topic before it is brought up under Council Reports. Councilor Cornelius concurred, adding that he thought Council Reports was an insignificant place on the agenda; the topic should be written on the agenda for the public to see what discussions will occur on. Councilor Edwards added that Council Reports was no place for a motion and a vote to occur; it should be under Council Business.

Councilor Owen volunteered to be on the Council sub-committee to review the documents which Councilor Cornelius had mentioned.

Pam Beery, City Attorney, reminded the Council that they had to keep in mind the Public Meeting Law which states the City will

advertise to citizens all items on the agenda, as much as they know of it.

Mayor Weatherby stated that he would appoint members to the sub-committee to review Chapter 2.5 and 2.10 of the Fairview Municipal Code.

IV. CITIZEN/COUNCIL ALLIANCE

Councilor Cornelius reported that he and Councilors Owen and Lillard were liaisons to the Citizen/Council Alliance Committee. Councilor Cornelius stated that the Committee was formed to provide feedback to the Council on issues; however, the Council has not provided any issues for the Committee to research. Councilor Lillard suggested that the Committee canvas citizens about what they value in a Police Chief. Councilor Owen commented that personnel was the City Administrator's responsibility, and he did not know how that would fit in with her recruitment process. Councilor Owen added that he thought the issues the Committee should review would be situational, and it just might be the case that we do not have any issues at this time for them to review; however, the Committee is welcome to bring topics to the Council. Councilor Owen suggested that the Chair or Vice-Chair of the Committee attend a Council Work Session and let Council know what they are thinking of working on.

Councilor Trees questioned what happened to unifying the Development Code for standards in Fairview Village vs. other parts of the City. John Andersen, Community Development Director, responded that the Planning Commission had voted to leave it as is.

V. ADJOURNMENT

Councilor Owen moved and Councilor Raze seconded the motion to adjourn the Work Session. Mayor Weatherby adjourned the Work Session at 6:50pm.

AYES: 7
NOES: 0
ABSTAINED: 0

Mayor Mike Weatherby

Dated:

Caren C. Huson Quiniones
City Recorder