

COTTAGE GROVE CITY COUNCIL
WORK SESSION MINUTES
February 12, 2024

CALL TO ORDER

Mayor Solesbee called the meeting to order at 8:52 pm in the Council Chambers at City Hall.

ROLL CALL

PRESENT IN THE COUNCIL CHAMBERS: Mayor Candace Solesbee and Councilors Alex Dreher, Greg Ervin, Mike Fleck, Dana Merryday, Chalice Savage and Jon Stinnett

PRESENT VIA GOTOMEETING:

COUNCIL ABSENT:

STAFF PRESENT IN THE COUNCIL CHAMBERS: City Manager Mike Sauerwein, Assistant City Manager Jake Boone, City Recorder Mindy Roberts, Public Works and Development Director Faye Stewart and Finance Director Roberta Likens.

STAFF PRESENT VIA GOTOMEETING

CITY ATTORNEY: Carrie Connelly

MEDIA PRESENT:

City Attorney Carrie Connelly explained that the Work Session goal is to review the Council Rules with the proposed changes, answer questions, listen to objections and make changes based on a consensus of Council. She added that no changes are required although it is important that the rules reflect the law and they are what is actually taking place.

City Attorney shared that the process to review the Council Rules started in 2021 and the initial changes made were to reflect virtual meetings.

Council reviewed draft rules that were a combination of the 2021 proposal, Interim City Manager David Clyne's recommendations and current Staff input.

Council discussed the proposed changes in the following sections:

- **2.1 Regular Meetings**, length of meetings, extensions of meetings and adding estimated timeframes to items on the Agenda.
- **2.2 Agenda Session**, length of meetings and substantive conversations.
- **4.0 Cancellation of Meeting**, who can cancel a meeting and notice of the cancellation.
- **7.3 Council Discussion/Debate**, length of time for Council discussion and processes to allow all members of Council to have a chance to speak.
- **7.4 Right To Appeal**
- **7.5 Excusal During the Meeting**, clarifying “leave” or removing the rule.
- **8.0 Minutes of Council Meeting**, minutes shall comply with ORS 192.650
- **9.0 Agenda**, deadline for visual presentations to be presented to City Recorder.
- **9.3 Agenda**, ways that items are placed on the Agenda
- **10.0 and 10.5 Order of Business**, where “Appearance of Interested Citizens” should appear on the Agenda, enabling Council to still be able to conduct the order of business, allowing opportunity for Staff and Council to respond to citizens, length of time and frequency of opportunity for citizen comments.
- Discussion held about use of the word “Council” versus “Councilor” in the rules.
- Discussion held about the City Charter and Council Rules setting the general expectation for conducting meetings.

Council discussed and reached a consensus to conclude the meeting and continue the discussion at another meeting.

City Attorney Carrie Connelly indicated that she will make note that the discussion ended at rule 11.0 and suggested the same process for reviewing the remainder of the Council Procedural Rules.

Mayor Solesbee adjourned the Work Session at 10:00 pm

Mindy Roberts, City Recorder

Candace Solesbee, Mayor