

The meeting of the Council Rules subcommittee was called to order at 1:06 p.m. on Friday, June 11, 2021, online. Present were Mayor Sally Russell, Councilor Melanie Kebler, Councilor Rita Schenkelberg, City Manager Eric King, City Attorney Mary Winters, Associate City Attorney Elizabeth Oshel and City Recorder Robyn Christie.

1. **Review and approve the June 9 meeting minutes** – Councilor Kebler moved to approve, Councilor Schenkelberg seconded, motion passed.
2. **Continue reviewing edits from April 29 and June 9 meetings** based on Committee direction and City Attorney office review of other codes to various sections, including, but not limited to:
 - **Agenda processes** – Review draft changes. Discussion of meeting cancellation process – add presiding officer, City Manager consultation.
 - **Quarterly Board, Commission, Committee check-in meetings and Roundtable meetings** – Review draft language. Allow flexibility for virtual roundtables, in compliance with open meetings laws, physical locations around city that are accessible.
 - **Public Comment and Visitors’ Section/disruption**
 - Discussion of visitor’s section and land use matters/records.
 - Discussion of proclamation requests- whether local organization or community group sponsorship is required.
 - 2.16. Review draft changes. Remove 2-3 minute guideline, but say time limitation will be told to commenters before comment begins. Discuss reopening public comment at end of meeting if limited at beginning. Review disruption language.
 - **Limited Response to Comments from testimony or emails during business meetings (by Mayor, Councilors, City Manager)**
 - **Virtual meetings**
 - **Motions to Table/Postpone** – review proposed language.
 - Discussion of call for the question; change so majority is needed to stop debate.
 - Discuss differences between motion to table and motion to postpone: move to future or same meeting.

- **Participation and Decorum in Meetings-** Discuss proposed language; preserving ability of presiding officer to manage speaking time.
- **Other issues** – City Manager King asked on references to Council titles – first names or Councilor last names during meetings?

3. **Action Items:**

- Review Tigard rules on effective, respectful councils
- Add section on Council vacancies – Set up discussion but hold w/ full Council. Council adoption: use work session for discussion, before adoption vote.
- Review social media policy

4. **Adjourned at 2:09 pm**

Respectfully Submitted,

Elizabeth Oshel
Associate City Attorney