

**MINUTES  
CITY OF FAIRVIEW  
CITY COUNCIL**

July 13, 2022

**Council Members**

Brian Cooper, Mayor  
Wendy Lawton  
Steve Marker  
Keith Kudrna  
Balwant Bhullar  
Steve Owen  
Darren Riordan (Excused)

**Staff**

Philip Morley, City Manager  
Lesla Folger, Finance Director  
Allan Berry, Public Works Director

**SPECIAL MEETING (6:00 PM)**

1. Call to Order  
Roll Call  
Pledge of Allegiance
  
2. Authorize the Full Benefits of the Development Incentive Program to the Halsey Crossing Development with the Urban Renewal Agency Reimbursing the Three Utilities for the SDC's Waived: Resolution 28-2022

City Manager Morley provided a brief history of the Halsey Crossing project in relation to the extension of the Development Incentive Program. Permits for six buildings are ready to issue. The last extension expired June 30, 2022. The request is to extend the program to December 31, 2022. This will allow the six buildings ready to be issued to be issued with this program and give the developer time to get building seven permitted under this program by December 31, 2022. Agreements have been put in place to ensure the development is completed.

Councilor Lawton and Council President Kudrna commented in support of this extension and how it has been formatted.

Council President Kudrna moved to adopt Resolution 28-2022 and Council Marker seconded. The motion passed unanimously.

AYES: 6  
NOES: 0  
ABSTAINED: 0

**3. ADJOURNMENT**

Councilor Marker moved to adjourn the meeting and Councilor Owen seconded. The motion passed, and the special meeting adjourned at 6:14 PM.

AYES: 6  
NOES: 0  
ABSTAINED: 0

**SPECIAL WORK SESSION (6:15 PM)**

1. Review/Discuss City Manager Proposal for Refining the Fairview City Council Rules  
CM Morley reviewed the process to develop the proposed changes in the Council Rules as referenced in Exhibit A. Suggested changes include minor technical corrections, word smithing for clarity, changes

to the order of business in regular business meetings, adding some language from the LOC model rules, etc. CM Morley noted most of the substance of the Council's existing Rules remain unchanged.

Council supported the proposed changes and commented so regarding the citizen comment section, having no issue with the six-day lead time when Councilors add an agenda item, and aligning the Council voting section with the Charter. They requested to keep the current language on when Councilors can speak during a particular question and more clarity regarding comment vs testimony about a quasi-judicial land use matter.

2. Review/Discuss City Manager Proposal for Fairview City Council Code of Conduct

CM Morley commented the proposed draft was modeled after the City of Corvallis's Code of Conduct. It is meant to be aspirational, not enforceable, with the intent to help support good and productive interactions among Council and communication with staff.

Councilor Marker suggested signing it acknowledging they have read it and will strive to honor it. Council supported the proposal; CM Morley will work on providing a signable document suitable for framing.

CM Morley commented the next step is for the Council Rules to be adopted by ordinance, staff will schedule the first and second reading. The Code of Conduct will be presented for adoption consideration at the same meeting as the second reading of the Rules.

Mayor Cooper adjourned the special work session at 7:16 PM.

  
Devree Leymaster  
City Recorder

  
Brian Cooper  
Mayor  
9-27-2022  
Date of Signing

A complete recording and/or video of these proceedings is available. Contact the City of Fairview City Recorder Office, (503) 674-6224.

# Work Session Topic:

## Council Discussion:

- Council Rules
- Potential Code of Conduct

## Council Rules:

- ▶ Compared existing Council Rules to:
  - ▶ City Charter
  - ▶ State Public Meetings Law
  - ▶ League of Oregon Cities Model Rules of Procedure

## Council Rules:



- ▶ Proposed changes:
  - ▶ Corrections for consistency with City Charter & State Public Meetings law
  - ▶ Minor wordsmithing for clarity, consistency, logical order
  - ▶ Tweaks to Order of Business (next slide)
  - ▶ Borrowing LOC language on communication w/ staff & appointments of Councilor to committees

## Council Rules:



### **Tweaks to Order of Business:**

- Call to Order
- Roll call
- Announcements and Proclamations
- Citizen comment – 3 min each, 30 min total, agenda & non-agenda items
- Consent Agenda
- Presentations
- Public Hearings
- Council Business
- City Manager/Department Director reports
- Mayor/committee reports and Council comments
- Adjournment

# Council Rules:



## For Further Consideration:

- ▶ Lead time for Council adds to Agenda:  
5days → 6days-1week (4.B.)
- ▶ Councilors speaking more than once (6.D.)
- ▶ Per Charter, votes require a majority of the full Council  
(fix 8.A.)
- ▶ Distribution to Councilors of information / copies of  
material (10.B.)