

# MINUTES

**Eugene City Council  
Harris Hall, 125 East 8<sup>th</sup> Avenue  
Eugene, Oregon 97401**

**January 11, 2017  
12:00 p.m.**

**Councilors Present:** Emily Semple, Betty Taylor, Alan Zelenka, George Poling, Mike Clark, Greg Evans, Claire Syrett, Chris Pryor

Mayor Vinis opened the January 11, 2017, meeting of the Eugene City Council.

## **1. ELECTION OF 2017 COUNCIL OFFICERS**

**MOTION AND VOTE:** Councilor Evans seconded by Councilor Zelenka, moved to elect Alan Zelenka as President of the City Council for 2017. **PASSED 8:0**

**MOTION AND VOTE:** Councilor Zelenka, seconded by Councilor Pryor, moved to elect Mike Clark as Vice President of the City Council for 2017. **PASSED 8:0**

## **2. WORK SESSION: City Council Process Session**

Assistant City Manager Sarah Medary and Council Support Manager Beth Forrest led the City Council in a discussion of City Council Operating Agreements.

### Council discussion

- Maintain status quo for a couple months while users become accustomed to new webcast system; legislative intent is very important.
- Frustrated with the lack of detailed minutes; it is important for the public to know who said what and within what context.
- It is important to ensure that meeting records can be easily retrieved.
- It is important to be transparent about how and why councilors vote on any given issue.
- Concern about search ability of long-term records; not in favor of verbatim minutes.
- Having robust minutes in paper format are still needed to be accessible for the public.
- Council should consider extending Wednesday work sessions from 11:30 a.m. – 1:30 p.m.
- Maintaining a tighter timeframe for work sessions encourages council to work more efficiently.
- Lengthening work session time would be difficult for those who work during the day.
- Length of meeting is not as critical as staying on task; should look into where the forum should be.
- Public Forum should be first item at each regular meeting; add Council reports to the beginning of 5:30 work sessions.
- Further discussion is needed about how council handles motions that are not scheduled as part of the agenda; introduction of resolutions should also be discussed.
- Important to coordinate work session polls though a designated staff contact point.

- Four affirmative votes should be required to proceed with a work session; lack of response implies a “no” vote.
- In general, the work session request form is good; greater detail about the topic and anticipated outcomes would be helpful.
- Extend response period to two weeks, with reminder email sent at one-week point.
- It would be helpful to know how much staff time is required to ensure a productive work session.
- It is concerning that some approved work session requests remain on the “On the Radar” section of the Tentative Agenda indefinitely.
- Some form of tracking mechanisms for follow-up on items would be helpful.

Mayor Vinis outlined several proposed initiatives and process suggestions, including monthly canvassing in designated wards/neighborhoods, one-on-one meeting with councilors, thematic council agenda scheduling, and issue tracking.

#### Council discussion

- In addition to canvassing efforts, attending neighborhood meetings is a great way to get involved; helps invigorate the neighborhood.
- Concerned that thematic scheduling would create an inability to address timely issues or confuse people when other issues are rescheduled; council is often in reactive mode.
- It must be clearly communicated that the themed conversations may be ongoing, not limited to a specific time on the agenda.
- Not all issues need discussion or deliberation; updates are always helpful.
- Council should not be locked into a specific topic on a specific issues; fluidity is important.
- A monthly City report that was thematic could be a better option.
- Not scheduling items out too far can support the goal of themed agendas while still allowing for emerging issues.
- Strong support expressed for scheduling a goals session.
- A quarterly approach versus a monthly approach could work better and allow for easier grouping.
- Concerned about staffs’ ability to respond to issues within a specific topic; staff time is often limited.
- A section on intersecting issues could be added to Agenda Item Summary to help connect resources and staff.
- Support the ideas of workshops to help get other points of views; more of a discussion.

The meeting adjourned at 1:30 p.m.

Respectfully submitted,



Chuck Crockett  
Deputy City Recorder