

# City of Lebanon

## Role of the Mayor and City Councilor

The Mayor and six Councilors together make up the governing body of the City of Lebanon. The Council determines the ordinances and policies that direct the overall functions, activities and priorities for the City. In addition, the City Council is the final approving body for the City budget, which allocates all of the City's financial resources.

Individual Councilors do *not* give direction or supervision to the City staff, except at public meetings of the City Council and by majority vote of the Council.

The Lebanon City Council holds a regular meeting on the second Wednesday at 6:00 p.m. and at noon on the fourth Wednesday (if needed) each month. Meetings on the second Wednesday normally begin at 6:00 p.m. and can conclude as late as 11:00 p.m.

Work Sessions are less formal meetings that enable the Council to focus on and explore in detail a topic with staff and/or consultants. Unlike regular Council meetings, work sessions do not include public hearings or other opportunities for citizen comments. Should action be required, that topic would be brought back to the next available regular session, at which time citizens would have the opportunity to comment before a formal action is taken.

The City Council, by law, conducts ***all*** its business at either a regular or special public meeting.

Besides official City Council meetings, Councilors are encouraged and often times expected, to participate in various community events, as well as functions of municipal organizations, i.e., League of Oregon Cities and Council of Governments.

The Mayor has the additional responsibilities of chairing the City Council Meetings; appointing members to all City advisory boards, committees and commissions; and representing the City at official functions. The Mayor does not normally vote during City Council meetings, except in the event of a tie.