

**Order and Procedures for the
Joint Meeting of the Keizer City Council, Keizer Planning Commission, Marion County
Board of Commissioners, Polk County Board of Commissioners and Polk County Planning
Commission, and Salem City Council**

October 12, 2016, 6:00 p.m.

**Center 50+ - City of Salem Senior Center
2615 Portland Road, NE, Salem, OR 97301**

- 1) Welcoming Comments. City of Salem Mayor
- 2) Opening Exercises.
 - a. Each governing body: (1) Call respective meeting to order; (2) Conduct roll call; and (3) Adopt Orders and Procedures for the Joint Meeting.
 - i. Keizer Planning Commission
 - ii. Keizer City Council
 - iii. Marion County Board of Commissioners
 - iv. Polk County Planning Commission
 - v. Polk County Board of Commissioners
 - vi. Salem City Council
 - b. Pledge of Allegiance
- 3) Public Hearing.
 - a. Presiding Officer opens the public hearing.
 - b. Recording Secretary announces the hearing and reads land use statement.
 - c. Presiding Officer announces hearing procedures.
 - d. Staff Reports by:
 - i. City of Salem
 - ii. City of Keizer
 - iii. Marion County
 - iv. Polk County
 - e. Public Testimony – Each person is limited to three minutes.
 - f. Questions of Persons Testifying - During public testimony, members of governing bodies may ask questions of the person testifying.
 - g. Questions of Staff – Following the last public testimony, members of the governing bodies may ask questions of staff.
- 4) Recess. Presiding Officer will call for a short recess.
- 5) Public Hearing, continued.
 - a. Presiding Officer will reconvene the Joint Meeting
 - b. Each governing body will then do one of the following:
 - i. Close their portion of the hearing then adjourn their respective meeting;
 - ii. Close their portion of their hearing, but keep the record open then adjourn their respective meeting; or
 - iii. Continue their portion of the hearing to a date certain then adjourn their respective meeting.
- 6) Concluding Remarks. Presiding Officer provides concluding remarks.