



CITY OF  
**LONG LAKE**

## **City Council Agenda Report**

### **City of Long Lake**

450 Virginia Avenue, PO Box 606

Long Lake, MN 55356

**MEETING DATE / May 6, 2025**

**SUBJECT:** Adoption of Code of Conduct Policy for City Council and City Advisory Boards

**Prepared By:** Jeanette Moeller, City Clerk

**Report Date:** 4/30/2025

### **Recommended City Council Action**

Staff recommends the following:

Motion to adopt the Code of Conduct Policy for City Council and City Advisory Boards as presented.

### **Overview / Background**

Minnesota cities have embraced a growing trend of adopting a Code of Conduct for their City Councils, often including advisory boards and commissions, in order to:

- Foster transparency, trust, and confidence in local government;
- Highlight relevant state laws (for example, Open Meeting Law) and statutes that govern the roles of elected and appointed officials;
- Identify best practices to help set the tone for Council and advisory board member professionalism in both public and private interactions;
- Establish guidelines to improve collaboration and maintain a positive, respectful culture at City Hall and at Council, Commission and Board meetings; and
- To provide a tool to assist in the orientation process for newly elected City Council members and advisory board members.

At the City Council's April 15 meeting, the Council reviewed a draft of a City Council Code of Conduct Policy and directed staff to update the draft to be inclusive of the City's advisory boards as well. City Attorney Thames edited the proposed Policy document, revised content where applicable to achieve the Council's request, and staff is recommending adoption of the attached Code of Conduct Policy for City Council and City Advisory Boards as presented. Once adopted, the Policy will be posted on the City's website, and copies will be provided to all City Council and advisory commission/board members.

### **Supporting Information**

- Code of Conduct Policy for City Council and Advisory Boards