

Council Rules Change Log – July 2023

(Note: topics in the LOC model rules not mentioned in the table below were fully incorporated into the new draft. All topics in the existing rules are addressed in the table.)

<u>Subject</u>	<u>Source</u>	<u>Editorial Decision</u>	<u>Reason</u>
“Agenda”	Previous Council Rules	Mostly retained as-is; edited to state the Mayor and City Manager ‘collaborate’ to produce the agenda	Reflects current practices
“Annual Report of Boards and Commissions”	Previous Council Rules	Omitted from new draft	Better to address through individual bylaws
“Attendance”	Previous Council Rules	Incorporated into new draft	Long-standing policy / practice
“Bias and Disqualification”	Previous Council Rules	Incorporated into new draft	Long-standing policy / practice
Boards, Commissions and Committees	Previous Council Rules / LOC Model	Defer to board and commission policies adopted through Council resolution instead	Avoid redundancy
“City Manager Evaluation”	Previous Council Rules	Omitted from new draft	Addressed in individual CM contracts instead
“City Newsletter”	Previous Council Rules	Omitted from new draft	Administrative in nature
“Communications with Staff”	Previous Council Rules	Used model LOC language instead; Also see: “Interactions with Departments”	LOC model language offers clarity
“Conferences and Seminars”	Previous Council Rules	Incorporated into new draft	Long-standing policy / practice
“Confidentiality”	Previous Council Rules	Incorporated into new draft; clarified that limits on contact with parties refer to the subject of the executive session	Long-standing policy / practice
“Conflict of Interest”	Previous Council Rules	Used model LOC language instead	LOC model language offers clarity
Conflicts of interest during land use hearings	LOC Model Rules	Struck provision allowing conflicted members to vote in certain circumstances (pg. 24)	This is a policy choice for the Council
“Consent Agenda”	Previous Council Rules	Used model LOC language instead	LOC model language offers clarity
Council approval of agendas	LOC Model Rules	Omitted from new draft	This is not practiced in Sandy
Council recess requirement	LOC Model Rules	Omitted from new draft	To retain schedule flexibility

<u>Subject</u>	<u>Source</u>	<u>Editorial Decision</u>	<u>Reason</u>
“Council Rules”	Previous Council Rules	Used model LOC language instead	LOC language offers clarity & flexibility
Decorum	LOC Model Rules	Incorporated as-is	LOC model language offers simplicity
“Emergency Meetings”	Previous Council Rules	Used model LOC language instead	LOC model language offers clarity
“Executive Sessions”	Previous Council Rules	Used model LOC language instead; omitted quotations of ORS	This subject is governed by state public meetings law
“Exhibits”	Previous Council Rules	Omitted from new draft	This subject is governed by state public meetings / records law
“Ex Parte Contacts and Disqualification”	Previous Council Rules	Used model LOC language instead, but retained requirement to leave room	Utilized best of both documents
“Expenses and Reimbursement”	Previous Council Rules	Incorporated into new draft	Long-standing policy / practice
“Filling Vacancies on the Council”	Previous Council Rules	Incorporated into new draft	Long-standing policy / practice
“Flags, Signs and Posters”	Previous Council Rules	Incorporated into new draft	Long-standing policy / practice
“Gifts”	Previous Council Rules	Omitted from new draft	Administrative in nature
“Government Standards and Practices Commission Requirements and Reporting”	Previous Council Rules	Used model LOC language on ethics instead	LOC model language offers simplicity
Hearing roster sign-in requirement	LOC Model Rules	Omitted from new draft	Infeasible with hybrid meetings
“Interaction with Departments”	Previous Council Rules	Used model LOC language instead; added language on cc’ing the Council with questions on agenda items; clarified that staff concerns are directed to the City Manager	Best practice; Council policy decision
“Legal Advice”	Previous Council Rules	Incorporated into new draft	Long-standing policy / practice
“Liaisons to Boards, Commissions, and Committees”	Previous Council Rules	Added language about Council members who are not liaisons speaking during board and commission meetings	Reflects current practices

<u>Subject</u>	<u>Source</u>	<u>Editorial Decision</u>	<u>Reason</u>
"Litigation"	Previous Council Rules	Incorporated into new draft	Long-standing policy / practice
"Meeting Staffing"	Previous Council Rules	Omitted from new draft	Addressed in Charter; other staffing is administrative in nature
Meeting location	LOC Model Rules	Updated to reflect hybrid meetings	Current practices / new state law
"Meeting Times"	Previous Council Rules	Incorporated into new draft	Long-standing policy / practice
"Minutes"	Previous Council Rules	Omitted from new draft	Addressed by state law
"Motions"	Previous Council Rules	Used model LOC language instead	LOC model language offers clarity
"News Media" (definition)	Previous Council Rules	Omitted from new draft	Best practice to leave this as a case-by-case judgment, as media constantly evolves
"Order and Decorum"	Previous Council Rules	Incorporated in 'Sergeant-at-Arms' section. Separate 'Decorum' section incorporated from LOC model	Clarity
"Order of Business"	Previous Council Rules / LOC Model	Conformed to current practices	Clarity
Ordinance and resolution 'calendars'	LOC Model Rules	Omitted from new draft	This is not practiced in Sandy
Ordinance passage thresholds (pg. 28)	LOC Model Rules	Omitted from new draft	This subject is governed by the City Charter
Ordinance reading and adoption	Previous Council Rules / LOC Model	Edited LOC language to reflect Sandy's Charter	This subject is governed by the City Charter
"Planning Commission Testimony"	Previous Council Rules	Incorporated into new draft	Long-standing policy / practice
"Presiding Officer"	Previous Council Rules	Used model LOC language instead	LOC model language offers clarity
"Public Comment"	Previous Council Rules / LOC Model	One general public comment at meetings (rather than for each agenda item); 3 minute limit for regular comments, 5 minutes for public hearings	Reflects current practices / provides more time for hearing testimony
"Public Hearings"	Previous Council Rules	Used model LOC language instead	LOC model language offers clarity
"Public Members Addressing the Council"	Previous Council Rules	Addressed in multiple other sections of new draft instead	(in addition, certain aspects covered by Robert's Rules)

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“Public Records”	Previous Council Rules	Omitted from new draft	This subject is governed by state law
“Questioning of Staff by Council Members”	Previous Council Rules	Incorporated into new draft	Long-standing policy / practice
“Quorum”	Previous Council Rules / LOC Model	Omitted from new draft	This subject controlled by the City Charter
“Reconsideration of Actions Taken”	Previous Council Rules	Incorporated into new draft	Long-standing policy / practice
Reconsideration of rejected ordinances and resolutions	LOC Model Rules	Incorporated with minor edits (not in previous rules)	This is a policy choice for the Council
Reports from Boards and Commissions	Previous Council Rules / LOC Model	Omitted from new draft	Council liaison process addresses this / could be included in individual Board bylaws if desired
Representing the City	Previous Council Rules / LOC Model	Captured recent Council consensus language instead, but did not incorporate existing language on lobbying and conferences	Reflects current practices
Reviews of appointed officials	LOC Model Rules	Amended to require ‘periodic’ review	For flexibility
“Sergeant-at-Arms”	Previous Council Rules	Refer to ‘disorderly conduct’ under state law, rather than municipal code	For use in extreme cases where attendees refuse to follow instructions of presiding officer
“Speaking by Council Members”	Previous Council Rules	Omitted from new draft	This subject controlled by Robert’s Rules and ‘Decorum’
“Special Meetings”	Previous Council Rules	Omitted from new draft	This subject controlled by the City Charter
Staff Interactions (from Council)	Previous Council Rules / LOC Model	Used LOC model language, but also incorporated language on approval for policy research and on copying all councilors on agenda item questions	Reflects current practices
Suspension of Rules	LOC Model Rules	Unanimous vote needed to suspend rules (previous rules only required a majority)	Best practice; protects those in the minority
“Televising of Council Meetings”	Previous Council Rules	Omitted from new draft	Superseded by Zoom practices; prudent to maintain technological flexibility

<u>Subject</u>	<u>Source</u>	<u>Editorial Decision</u>	<u>Reason</u>
"Voting"	Previous Council Rules	Omitted from new draft	This subject controlled by the City Charter
"Work Sessions" (requirements for calling/conducting)	Previous Council Rules	Omitted from new draft	This subject is governed by the City Charter and State Law