



# REQUEST FOR COUNCIL ACTION

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**Title:** Request for Council Action – Resolution No. 1 for 2022 – Council Rules Amendments

**Preferred Agenda:** January 11, 2022

**Submitted By:** Julie Fisher, Administrative Services Manager

**Reviewed By:** Ray Towry, City Manager

**Type of Action:** Resolution  X  Motion      Roll Call      Other    

**Relevant Code/Policy:** Rules of the City Council

**Towards Council Goal:** Be an Effective and Efficient Government

**Attachments:** Resolution No. 1 for 2022  
Rules of the Council Adopted August 28, 2018, with proposed amendments

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## **Purpose of this RCA:**

To introduce to the Council the revisions to the Council Rules as recommended by the Administration, Finance and Property (AFP) Committee.

## **Background/Context:**

On August 28, 2018, in accordance with the City Charter, the Council adopted the City of Sweet Home City Council Rules based on a template from the League of Oregon Cities. The Charter states, “The Council shall... adopt rules and regulations for the government of its members and proceedings.” (2014 City of Sweet Home Charter, Sec. 14). The City Council has also stated that it, “...shall strive to review its rules at least once every two years.” The Council Rules are not intended to replace or supersede any applicable federal or state laws or regulations, City ordinances or policies or provisions of the City Charter. The rules state:

- a) Amendment. These rules of procedure are subject to amendment by the City Council in accordance with the rules noted herein.
  - i) Any proposed amendment to these rules shall be noted on an agenda for a regular meeting, wherein the same shall be discussed, and open for comment by the public.
  - ii) All amendments to these rules require a majority vote of the City Council.
  - iii) Amended rules shall not go into effect until the meeting after the rule is approved.
  - iv) These rules may be suspended upon a majority vote of the City Council.

Per the Council’s directive, the Administration, Finance and Property Committee reviewed the Council Rules on October 25, 2018, and again on November 1, 2018. They recommended the revisions documented in the attached track changes.

## **The Challenge/Problem:**

How does the Council ensure their Council Rules allow them to perform as a high functioning policy board and meet the Council’s goal to be an effective and efficient local government?

**Stakeholders:**

- City of Sweet Home Residents – Residents elect Councilors with the expectation that Council will follow processes to be transparent and efficient.
- City of Sweet Home City Council – The Council Rules are designed to help Councilors navigate the political spectrum in a professional manner,
- City of Sweet Home City Staff – Council rules allow staff to understand process to be efficient and effective.

**Issues and Financial Impacts:**

None known.

**Elements of a Stable Solution:**

A decision regarding the recommendations presented by the Administration, Finance and Property Committee.

**Options:**

1. Option #1 – Do nothing, the Rules of the Council would remain unchanged.
2. Option #2 – Remand the rules back to the AFP Committee for additional recommendations. The Administration, Finance, and Property Committee would review those suggestions and make additional revisions to bring before Council.
3. Option #3 – Make a motion to adopt Resolution No. 1 for 2022 amending the City of Sweet Home Council Rules as recommended by the Administration, Finance and Property Committee.

**Recommendation:**

Staff Recommends: Option #3 – Make a motion to adopt Resolution No. 1 for 2022 amending the City of Sweet Home Council Rules as recommended by the Administration, Finance and Property Committee.