



# REQUEST FOR COUNCIL ACTION

---

**Title:** Proposed Amendments to the Council Rules

**Preferred Agenda:** July 12, 2022

**Submitted By:** Robert Snyder, City Attorney

**Reviewed By:** Christy Wurster, City Manager Pro Tem

**Type of Action:** Resolution \_\_\_\_ Motion   x   Roll Call \_\_\_\_ Other \_\_\_\_

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

**Towards Council Goal:** Goal 2 Be An Effective And Efficient Government.  
Vision Statement II WE ASPIRE to have an effective and efficient local government.

**Attachments:** City of Sweet Home City Council Rules  
Memorandum on legal aspects of proposed dress code rule

---

**Purpose of this RCA:**

For the City Council to review and decide if the proposed amendments to the City Council rules are to be adopted by motion and made a part of said rules.

**Background/Context:**

The Administration, Finance and Property Committee has discussed the proposed amendments to the City Council Rules and sent them to the City Council for its review and consideration. The two amendments deal respectively with attending a City Council meeting when not present at the meeting and appropriate dress for a City Council member when representing the City and/or City Council.

**FIRST PROPOSED AMENDMENT:**

The current rule subsection that addresses the topic of attendance is: Attendance 5) b) which reads as follows:

b) When unable to physically attend a Council meeting. City Council members may participate in Council meetings, including executive sessions and work sessions, by telephone or video conference. Telephonic or video participation must be approved in advance by the chairperson and there must be a quorum present in the City Council Chambers before telephonic participation will be allowed. All Council members, whether attending the meeting in person or by telephonic/video means, shall have identical voting rights. The participant must be telephonically/video present for the entire meeting.

The proposed rule on attendance would read as follows:

If a City Council member has participated via telephonic/video conferencing two times in a row and requests a third time, the request will be denied except in case of an emergency, for health reasons or for an ADA accommodation.

The proposed placement of the rule would be at the end of subsection 5)b).

#### SECOND PROPOSED AMENDMENT:

The current rule section that addresses representing the City is 23) Representing the City a), b) and c) which deal with aspects of representing the City other than the specific topic of appropriate dress when representing the City and/or City Council by a City Council member.

The proposed rule on dress would read as follows:

d) When in a public meeting or at a public event when representing the City and/or City Council, a member of the council will present themselves as professionals in manner and dress. To promote the City Council value of impartiality, members of the council will refrain from clothing or paraphernalia which displays the name, likeness, or logo of a political party; displays the name, likeness, or logo of a candidate; or demonstrates support of or opposition to a ballot measure or ballot question when representing the City and/or City Council in a public meeting or at a public event.

The proposed placement of the rule would be in creating a subsection d) for the 23) Representing the City section of the City Council Rules.

LEGAL ASPECTS ON PROPOSED DRESS CODE RULE: See attached Memorandum

and in regard to the value of "impartiality" referred to therein the VISION STATEMENT of the City states:

The Sweet Home community members have elected the City Council to represent their collective best interests. WE have been entrusted to make decisions that do the most good, for the most people, for the longest period of time.

#### EXAMPLES OF OTHER DRESS CODES:

Oregon House of Representatives: 6.01) To maintain professionalism ... in the legislative process members and employees should dress according to standards of contemporary business attire.

I did not find a dress code provision in the rules for the Oregon Senate, LOC Model, Portland, Salem or Eugene city council rules.

#### **The Challenge/Problem:**

Should the City of Sweet Home amend the Council Rules to include the proposed rules?

#### **Stakeholders:**

- City Council– City Council of Sweet Home to set standards for its members to abide by in the performance of their functions as representatives of the City and/or City Council in attendance and dress.

- Citizens – Citizens of the City of Sweet Home seeing their representatives on the City Council attending meetings and dressing in a way that respects the office and represents most of the people.
- Employees– Employees of the City of Sweet Home having their employer conducting business on site and in a professional manner.

**Issues and Financial Impacts:**

There are no financial impacts.

**Elements of a Stable Solution:**

City Council members have Council Rules to adhere to and use as standards in attendance and dress so that they know what is expected of them as City Council members when at public meetings and public events when representing the City and/or City Council.

**Options:**

1. Option #1- Do Nothing-Do not pass the proposed amendments.
2. Option #2- Make a motion to approve one of the amendments.
3. Option #3- Make a motion to approve both amendments
4. Option #4- Make a motion for staff to gather more information and draft different rules to address attendance and dress code for the City Council.

Any amendment passed by City Council will be formalized in a resolution presented at the next meeting to set forth said amendment and go into effect on that date per Council Rules being passed at this meeting by a majority vote of City Council.

**Recommendation:**

This is a City Council rule and needs to be decided by the members of the City Council by choosing one of the above Options.