



**CITY COUNCIL
COUNCIL RULES SUBCOMMITTEE MINUTES
MARCH 29, 2018, 5:00 PM
NEWBERG CITY HALL • 414 E. First Street
Permit Center Conference Room**

I. CALL MEETING TO ORDER

Chair Patrick Johnson called the meeting to order at 5:01 p.m.

II. ROLL CALL

Members Present: Mayor Bob Andrews Chair Patrick Johnson Councilor Scott Essin

Staff Present: Joe Hannan, City Manager DawnKaren Bevill, Administrative Assistant

III. LOC MODEL RULES CHAPTER 9 DISCUSSION

The subcommittee met with Joe Hannan, City Manager, and reviewed Chapter 9 – Interactions with Staff & City Attorney of the League of Oregon Cities Model Rules. Mr. Hannan agrees with Section I. parts A & B.

Chair Patrick Johnson is concerned if a councilor uses a lot of staff time to answer inquiries. Mr. Hannan replied, if a councilor is interfering with the City Manager's ability to do his/her job, then it can be revisited in the Council Rules.

Chair Johnson asked if Mr. Hannan is in favor of definitive language regarding the separation between the council's role and the city managers responsibility. Mr. Hannan replied he is not. He suggested council initiate conversation at times of new leadership in the City Manager and/or Mayor's office to discuss expectations regarding communications and the flow of information.

Mayor Andrews asked clarification in the Council Rules for the term, "staff", and to include language regarding the Mayor and City Council keeping the City Manager apprised of what is happening.

The subcommittee agreed to add verbiage from Chapter 9, Section I. A & B to the Council Rules; add Section I. C, parts 1 & 2 with a rewrite, and discuss Chapter 9, Section II with Truman Stone, City Attorney, at the next meeting. City Attorney should be separate from staff.

Essin/Johnson moved to add a section to Council Rules entitled "Interactions with City Manager and Staff", keeping the City Attorney separate. Motion carried (3 Yes/0 No)
3/Yes

Essin/Johnson moved to amend the motion, "Interactions with City Manager & Management Team." Motion carried (3 Yes/0 No)

Mayor Andrews will bring back draft language to Section C at the next subcommittee meeting.

IV. REVIEW COUNCIL RULES DRAFT CHANGES

The subcommittee will discuss draft changes at the next meeting on April 11, 2018.

V. NEXT MEETING: WEDNESDAY, APRIL 11, 2018

VI. ADJOURNMENT

Chair Johnson adjourned the meeting at 6:01 p.m.

Approved by the City Council – Council Rules Subcommittee this 11th day of April, 2018.


Patrick Johnson, Chair
DawnKaren Bevill, Administrative Assistant