

RESOLUTION NO. 2018-37

**RESOLUTION OF THE CITY OF FOREST GROVE CITY COUNCIL
ADOPTING CITY COUNCIL TEAM AGREEMENT
AND REPEALING RESOLUTION NO. 2017-27**

WHEREAS, the Forest Grove City Council is the duly elected governing body for the City of Forest Grove; and

WHEREAS, the City Charter, Section 10, specifies that the City Council shall determine its own set of rules to govern its meetings and proceedings beyond those specified in the Charter; and

WHEREAS, the Council Rules of Procedures, Section 5, specifies the rules of decorum and order; and

WHEREAS, the City Council met in Council Work Sessions March 3 and March 19, 2018, and collectively reviewed and discussed their Council Team Agreement; and

WHEREAS, the City Council desires to adopt their Council Team Agreement attached as Exhibit A.

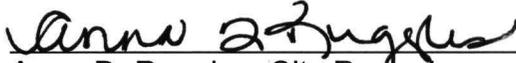
NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:

Section 1. That the City of Forest Grove City Council hereby adopts their City Council Team Agreement attached as Exhibit A.

Section 2. Resolution No. 2017-25 is hereby repealed.

Section 3. This resolution is effective immediately upon its enactment by the City Council.

PRESENTED AND PASSED this 19th day of March, 2018.



Anna D. Ruggles, City Recorder

APPROVED by the Mayor this 19th day of March, 2018.



Peter B. Truax, Mayor

CITY COUNCIL TEAM AGREEMENT

Pursuant to Resolution No. 2018-37, the Agreement for Conducting City Council Meetings and Business

1. Attendance at Council meetings is first priority; if unable to attend, please contact the City Recorder.
2. Be on time to meetings and read the packet prior to the meeting - be prepared to work.
3. Mayor will take the lead in keeping the meeting and discussion focused.
4. Distribute information in advance of Council discussion.
5. Mayor will recognize Councilors when indicating they wish to speak.
6. Put a time limit on audience testimony and ask them not to repeat previous speakers.
7. Use formal procedure (point of order, call for question, etc.) to focus the meeting. Formal procedure may be used when necessary for effective discussion in lieu of Council's usual, more informal, process. Individuals should use procedure appropriately and courteously.
8. Council meetings are televised live; this requires Council to act professionally by:
 - Treating the public and each other with courtesy;
 - Speaking in turn and on the issue;
 - No interrupting;
 - No engaging in side conversations; and
 - No personal communication on electronic devices while conducting business at the dais.
9. Refrain from personal attacks, including to presenters, staff, and Council.
10. Agree to be diplomatic about disagreement; leave disagreement at the dais and do not try to polarize other Councilors.
11. Call the City Manager or designee with questions and requests prior to the meeting.
12. Information available to one council member will be available to all, in a timely manner.
13. Every effort shall be made to adjourn meetings by 9:30 p.m. Council recess shall be called if meeting extends past 9:30 p.m.
14. Councilors may request on their own accord one-on-one meetings with the Mayor.

Individual Council Member Conduct Agreements

Council Members agree to:

- Be straightforward about goals and issues.
- Cultivate exchange of views with other councilors.
- Avoid saying or doing anything that would discredit or harm the City.

Commitments as a Council

Council strives to:

- Continue to improve citizen involvement, awareness and participation.
- Improve follow-up and resolution of citizen concerns or complaints.
- Act as an advocate for the City.



A place where families and businesses thrive.

<i>CITY RECORDER USE ONLY:</i>	
AGENDA ITEM #:	9. & 10.
MEETING DATE:	3/19/18
FINAL ACTION:	Res 2018-36 Res 2018-37

CITY COUNCIL STAFF REPORT

WORK SESSION/AGENDA ITEMS:

TO: *City Council*

FROM: *Jesse VanderZanden, City Manager*

PROJECT TEAM: *Jesse VanderZanden, City Manager
Anna D. Ruggles, CMC, City Recorder*

MEETING DATE: *March 19, 2018*

SUBJECT TITLE: *City Council Goals, Objectives and Team Agreement*

ACTION REQUESTED:

	Ordinance	Order	X Resolution	Motion	Informational
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X all that apply

BACKGROUND:

The Council held a Retreat on March 3, 2018, to review its Goals and Objectives. The Council will hold a Work Session on March 19, 2018, to review and revise the work done during the Retreat.

Every year the Council considers three resolutions relating to the Retreat:

1. The first resolution is in regards to the Council Goals. The Council Goals did not change at the Retreat this year; as a result, staff has prepared a Resolution for approval at the March 19th City Council meeting. This resolution can be postponed should Council make changes to the Goals during the March 19th Work Session.
2. The second resolution is in regards to the Council Team Agreement. The Council Team Agreement did not change at the Retreat this year; as a result, staff has prepared a Resolution for approval at the March 19th meeting. This resolution can be postponed should Council make changes to the Council Team Agreement during the March 19th Work Session.
3. The third resolution is in regards to the Council Objectives. The Council Objectives were the main focus of the Work Session. Attached are two versions of the Council Objectives:
 - o The *working* version shows revisions made by Council during the Retreat. Strikethrough denotes language that was removed or completed. RED denotes language that was added during the Retreat. BLACK denotes language that was retained or added during the Work Session. The second attachment is the same as the first except all changes are accepted.
 - o The *final* version accepts all the changes noted above and represents the version proposed for adoption by resolution, notwithstanding amendments that may occur at the March 19th Work Session and subsequently at the dais during the April 9th City

Council Meeting. Please note the “status” column, which is used for internal tracking purposes, has been removed on this version to help facilitate attention on the Objectives.

STAFF RECOMMENDATION:

Staff recommends the Council consider, modify if necessary, and adopt the Council Goals and Team Agreement by resolutions. Staff will bring back the finalized 2018 Council Goals and Objectives for adoption by resolution at the next Council meeting.

ATTACHMENTS:

- 1) Council Goals and Objectives *Working Version*
- 2) Council Goals and Objectives *Final Version*
- 3) Resolution No. 2018-35 Adopting Council Goals FY18-19, Exhibit A
- 4) Resolution No. 2018-36 Adopting Council Team Agreement, Exhibit A