

# AGENDA ITEM – 3G



## MEMORANDUM

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**DATE:** March 9, 2026  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Jessica Jagoe, City Administrator  
**SUBJECT:** City Council Code of Conduct/Norms of Behavior Discussion

Budgeted Amount:  
N/A

Actual Amount:  
N/A

Funding Source:  
N/A

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### **Council Should Consider**

Council should review Resolution 2016-022 for City Council Norms of Behavior and provide direction to Staff on next steps.

### **Background**

At the April 14<sup>th</sup> Work Session, the City Council reviewed Resolution 2016-22 which is the City Council Norms of Behavior. Council requested that staff verify if the League of MN Cities had a template Code of Conduct policy that could be a starting point for this discussion. Additionally, there was a reference to the Elected Officials Guide that LMC also produces. Staff were asked to gather some of these resources together and share those with the Council for future discussion.

LMC states that generally policies will take one of two forms: either a values statement expressing core principles for ethical conduct or a formal code of conduct. Included as Attachment D is a template Code of Conduct created by the League of Minnesota Cities Ethics Advisory Panel from the Minnesota Mayors Handbook. A suggestion within the handbook is:

- Codes of conduct are written more like bylaws or regulations for an organization. Generally, they prescribe explicit standards of behavior and provide for formal complaints, hearings, and censure. For example, a code of conduct might state, “No member may knowingly violate the Open Meeting Law.”

For Resolution 2016-22, the City Council should review to determine if this remains sufficient or provide Staff with direction on updates for the Norms of Behavior.

### **Budget Impact**

N/A

## **Attachments**

Attachment A: Resolution 2016-22

Attachment B: January 3, 2024 Special Work Session Minutes

Attachment C: April 14, 2025 Work Session Minutes

Attachment D: LMC Minnesota Mayors Handbook Template Code Of Conduct