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IGR OPERATING AGREEMENTS

OVERVIEW OF CURRENT STATUS

- IGR Operating Agreement from 2008.
- In 2013 Council adopted **Resolution 5081** as a pilot process.
- Over past decade, **organizational processes and resources have shifted.**
- City Council communications requests in 2021 and 2022.

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IGR OPERATING AGREEMENTS

PROPOSED REVISIONS RUBRIC

- IGR Process changes approved by the City Council in 2013, but which were never codified. (Grey)
- Updated operating procedures based on organizational priorities, available resources, or new information. (Green)
- Changes adopted by the IGR Committee in the past two years. (Yellow)

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IGR OPERATING AGREEMENTS

SECTION 1 – PURPOSE OF COUNCIL COMMITTEE ON INTERGOVERNMENTAL RELATIONS

Section	Proposed Revision	Rationale
1	Remove grant management from IGR Committee overview section	Current practice prioritizes staff and IGR Committee time for policy items, rather than grant applications. The City Charter provides authority to City Manager to enter into grant agreements.

Updated operating procedures based on organizational priorities, available resources, or new information. (Green)

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IGR OPERATING AGREEMENTS

SECTION 8 – PROCESS FOR SESSIONS OF THE OREGON LEGISLATURE

Section	Proposed Revision	Rationale
8	Revise for accuracy regarding Legislative Sessions	After the 2008 version of the Operating Agreements, the OR Legislature moved to annual sessions, this change updates the language to be consistent with practice.
8	Remove non-essential historic information	Condensing the document to include only process and procedural direction.

Updated operating procedures based on organizational priorities, available resources, or new information. (Green)

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IGR OPERATING AGREEMENTS

SECTION 9 – PROCESS FOR INTRODUCING LEGISLATION

Section	Proposed Revision	Rationale
9	Revise for clarity	Editing the process description to be aligned with Council adopted policy.
9	Removed IGR Committee approval of final bill	Resolution 5081 streamlines the IGR Committee process. Once IGR and Council provide guidance for a policy bill, the IGR Manager-under the direction of the City Manager- assumes responsibility to implement the policy.

Updated operating procedures based on organizational priorities, available resources, or new information. (Green)

IGR Process changes approved by the City Council in 2013, but which were never codified. (Grey)

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IGR OPERATING AGREEMENTS

SECTION 10 – PROCESS FOR REVIEW AND PRIORITIZATION OF LEGISLATION

Section	Proposed Revision	Rationale
10	Revised IGR Committee Legislative Review process	In 2013, the City Council adopted Resolution 5081 to amend the IGR Committee Legislative Review process and Voting process. Initially the change was introduced as a pilot, but became the working process for successive legislative sessions. The proposed edits in Section 10 brings the Council Operating Agreements into alignment with the direction from Resolution 5081.

IGR Process changes approved by the City Council in 2013, but which were never codified. (Grey)

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IGR OPERATING AGREEMENTS

SECTION 11 – VOTING ON BILLS

Section	Proposed Revision	Rationale
11	Replacement of Section 11 on Voting	Section 11 is direction on voting and position on bills, which was updated in Resolution 5081 under the 'Voting on Bills' section. This revision removes the language outlining the old process and incorporates the current process as adopted by Council in 2013.

IGR Process changes approved by the City Council in 2013, but which were never codified. (Grey)

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IGR OPERATING AGREEMENTS

SECTION 11 – VOTING ON BILLS-9-21 PROPOSED REVISION

Section	Proposed Revision	Rationale
11	Proposed revision to Voting Process (9/21/23 update)	<p>Staff is proposing a revision to the Voting Process outlined in Resolution 5081 in two sections. These updates reflect the current practice regarding IGR bill positions, including unanimous decisions. Additionally, the IGR Committee currently reviews and approves their minutes and these are posted online.</p> <p>This update also removes the process of emailing Council for their direction, in consideration of public meetings law. If the IGR Manager does not have clear guidance on a time sensitive priority bill, the Manager will work with city leadership to bring the item to the full City Council as soon as possible.</p>

Updated operating procedures based on organizational priorities, available resources, or new information. (Green)

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IGR OPERATING AGREEMENTS

SECTION 12 – COMMUNICATING WITH CITY COUNCIL

Section	Proposed Revision	Rationale
12	Addition of new Section 12	In 2022, at the request of City Council, the IGR Committee adopted new engagement and communication procedures to be included in the Operating Agreements. The 'IGR Agenda Item Request Form', modeled on the Council Work Session Poll document, was adopted by the IGR Committee at its January 19, 2022 meeting and provided to the City Council on February 6, 2022 via email and at the October 19, 2022 City Council Work Session.

Changes adopted by the IGR Committee in the past two years. (Yellow)

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IGR OPERATING AGREEMENTS

SECTION 14 – GRANTS AND FUNDING APPLICATIONS

Section	Proposed Revision	Rationale
14	Amended grants and agreements section	Revised the language to be consistent with current practice and existing City Manager authority. At any time, the IGR Committee can request additional information related to funding applications, to be discussed as part of a regular IGR Committee Meeting. In all cases the IGR Committee and City Council have authority to direct that an application not go forward or if it has already been submitted, that it be withdrawn.

Updated operating procedures based on organizational priorities, available resources, or new information. (Green)

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IGR OPERATING AGREEMENTS

IGR COMMITTEE APPROVAL

At the IGR Committee's September 6, 2023 meeting, the proposed revisions (without the 9/21 proposed revisions) were adopted unanimously and moved to the full City Council with recommendation to approve.

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IGR OPERATING AGREEMENTS

POSSIBLE MOTION

Move to "Direct the City Manager to place on an upcoming consent agenda a resolution adopting the proposed changes to the IGR Operating Agreements as outlined in Attachment C."

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