

City of Santa Rosa City Council Workshop February 2019

Examples of Principles and Norms from Other Cities With Districts



City of Concord

- Make decisions that are best for the entire city.
- Allocate services and funding based on overall city needs Continue to follow good governance principles including respect for the council-manager form of government.
- All councilmembers should be concerned with/involved in any city issue regardless of district.
- All councilmembers will respond to citizen inquiries regardless of district and notify councilmember and manager.
- Commitment to work as a unified team for the benefit of the entire city.
- Allocation of resources, including staffing/services and capital projects will be based on the overall needs of the city.
- Carefully consider the needs and concerns of all concord residents without giving preference to the residents in the district from which you are elected.
- Customer service and communication



City of Garden Grove

- Encourage a citywide perspective.
- Be informed of interests and issues within each district.
- Maintain professionalism in our work (e.g., service delivery based on needs, data-based decisions, customer focused)
- Utilize long range plans to provide big picture context that is realistic and achievable.
- Educate and engage the public about city services and needs, and be continually transparent with information.
- Honor the roles of the council-manager form of government.



City of Santa Clara

- We all care about and will govern for the entire Santa Clara community.
- We will follow our Santa Clara ethical values.
- We will follow our council-manager form of government.
- We recognize that our administrative structure and service delivery systems, data, and programs are structured based on citywide governance.
- We will govern for the whole City, not by Council District....we value our citywide framework.



City of Fremont

1. Maintain a citywide perspective, while being mindful of our districts.
2. Move from *I* to *we*, and move from the campaigning to governing.
3. Listen to one another. Communicate with each other. Seek to understand.
4. Find consensus when we can; find the area of agreement within the areas of disagreement.
5. Respect each other's opinions. Accept that we will not always agree, and then disagree respectfully and professionally. Do not make things personal. Do not criticize others for having a different point of view.
6. Never assume intent. Do not ascribe motives.
7. Keep confidential things confidential.
8. Respect the roles of council and staff in creating policy and in implementing policy. Respect the council/manager form of government.
9. Communicate concerns about staff to the city manager; do not criticize staff in public.
10. Craft clear council motions so that staff and council all understand what is intended.
11. Seek to be efficient in comments at council meetings.

Common City Manager and City Council Commitments to Each Other

FROM THE CITY MANAGER TO THE COUNCIL:

- Treat all members of Council with respect.
- Tell the truth. Give Council the "straight scoop."
- Treat Council as partners as well as my employer.
- Help the Council be effective collectively as a Council.
- Communicate with all Councilmembers to keep each person equally informed as possible.
- Listen to you, and seek to understand you, your role and needs.
- Do my personal and professional best.
- Respect your Council-to-Council and Council-to-constituent relationships.
- Be politically astute but not political.
- Practice the "no surprise" rule.

FROM THE COUNCIL TO THE CITY MANAGER:

- Respect the Council/Manager form of government.
- Allow the City Manager to translate your policy interests and priorities to the organization to achieve action.
- Be clear on Council's direction as a Council body.
- Do not direct the staff.
- Help create a "no blame" culture. Scolding occurs out of public view and only to the City Manager – not directly to staff.
- Be sensitive to the need to pace the organization and to focus on priorities.
- Use established processes to add issues and to advance individual Councilmember interests.
- Ask questions in advance of Council meetings so the staff can be as prepared as possible.
- Practice the "no surprise" rule with the City Manager and other staff.

Common Council Norms

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| <ul style="list-style-type: none"> a) Work together as a body, modeling teamwork and civility for our community b) Work for the common good, not personal interest c) Respect the Council/Manager form of government and the roles of each party d) Communicate through the City Manager e) Disagree agreeably and professionally f) Demonstrate respect, consideration and courtesy to others | <ul style="list-style-type: none"> g) Work for win-win -- seek common ground h) Approach the business of governing in a professional manner – conduct business in a way that brings honor to the institution of government i) Ask questions of staff in advance of Council meetings and be familiar with issues on the agenda j) Share information and avoid surprises |
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City of Santa Maria

RESOLUTION NO. 2018-17

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF SANTA MARIA, CALIFORNIA,
APPROVING AND ESTABLISHING A
CITYWIDE GOVERNANCE BY DISTRICT ELECTED POLICY**

WHEREAS, the City Council adopted Ordinance No. 2017-06, effective June 15, 2017, establishing that future City Council elections will be held by district for City Council members and at-large for the Mayor; and

WHEREAS, November 2018 marks the first election of City Councilmembers by district, with two Councilmembers to be elected by district; and November 2020 marks the first election when the other two now at-large City Councilmembers are elected by district; and

WHEREAS, the City Council understands the value of at-large governance regardless of the method from which City Councilmembers are elected; and

WHEREAS, governing at-large allows for the continuation of accessible customer service, the most effective use of taxpayer resources, and consistency in City services; and

WHEREAS, all members of the City Council will continue to serve all of the people of Santa Maria.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Santa Maria, California, that:

- 1) The City Council will govern on an at-large basis, considering the needs and interests of the entire community. The City Council wishes to remain united in its service to the community; and
- 2) Any member of the City Council will help anyone in the community who calls or contacts them. Customer service is the priority; and
- 3) Professional management in a strong City Manager form of government will continue, with all of the best management practices that the City Council expects now. Resources will be allocated based on needs and expertise.
- 4) Current practices regarding invitations to members of the City Council to events and activities, and appointments to committees and various bodies will remain in effect.

