



CITY COUNCIL STAFF REPORT

ITEM NO. 3.1

DATE: April 28, 2025

TO: Honorable Mayor and City Council

FROM: Marianna A. Burch, City Manager

SUBJECT: Discussion regarding City Council Norms, Values and Principles of Governance and the City Council Meeting Rules of Procedure to identify opportunities to strengthen the Council's ability to work together effectively and uphold shared values.

RECOMMENDED ACTION

Staff recommends the City Council engage in a collaborative discussion regarding the City Council Norms, Values and Principles of Governance and the City Council Meeting Rules of Procedure to identify opportunities to strengthen the Council's ability to work together effectively and uphold shared values.

SUMMARY

The City Council uses two documents to guide their commitment to maintaining a community-wide focus: City Council Norms, Values and Principles of Governance and the City Council Meeting Rules of Procedure. The Norms, Values, and Principles of Governance provide a framework to guide how the City Council will work with each other and staff, and the Rules of Procedure establish the operational framework for how the City Council conducts its business. Both documents were last updated in 2023.

DISCUSSION

The Council's Norms, Values and Principles of Governance outline rules and behaviors the City Council places upon itself as a body (Attachment 1). The document reflects the City Council's collective expectations for their working relationship, the role of the Council and its principles of governance to represent the community as a whole, and the relations between the City Council, Advisory Bodies, and City staff.

The meeting Rules of Procedure were established to ensure the effective and fair conduct of City Council meetings. The City's advisory bodies are also instructed to follow and conform to the City Council's rules.

Staff recommends that the City Council review the documents and identify opportunities to strengthen the Council's ability to work together effectively and uphold shared values.

FISCAL AND ADMINISTRATIVE IMPACTS

There are no fiscal or administrative impacts associated with receiving this report.

COMMUNITY PILLAR

5: A City That Works

GOAL

1: Engage Effectively with the Mayor and City Council

ATTACHMENTS

1. Norms, Values, and Principles of Governance

2. Rules of Procedure

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