

City of San Marcos City Council Meeting Operating Procedures

D R A F T, for consideration, March 2, 2021

General

1. The City Council directs as a body and must be clear on such directions.
2. The City Council will support city policies.
3. The City Council will support decisions made by the City Council.

Code of Conduct during City Council meetings

1. Wait for recognition from the Mayor before speaking.
2. Direct questions for staff to the City Manager who will determine which staff member is to respond.
3. Address everyone (council members, staff, or guests) as Mr. or Ms. Do not use first names.
4. Focus on governing (policy making), not administration.
5. Address the current Issue and let each item stand on its own.
6. Support the validity and integrity of the process even when you disagree with the outcome.
7. Listen before judging or taking action; do not pre-judge the motives of your fellow council members.
8. Be considerate of everyone, council members, staff, and guests. Be polite which includes no personal attacks.
9. Be concise; focus comments on Item under consideration. Once a point has been made, you may agree but there is no need for further extensive discussion.
10. If needed, agree to disagree and move on. State your comments and be ready to vote.