**How We Work Together**

**Working Together as a Council**

* Demonstrate respect for each other
* Appreciate each other and benefit from our diversity of skills, backgrounds, and perspectives
* Help each other to be successful – Be cheerleaders for the City, Council and Staff
* Listen openly and suspend judgment
* Participate as allies - Catch each other doing things right
* Manage ourselves at the dais – Everyone participates, no one dominates
* Govern, not campaign - Think City accomplishments and outcomes
* Adopt a win/win perspective – Be open to compromise
* Set the right tone for the organization and the community - We set the example
* Do the hard political work up front - Don’t waste time with rework
* Operate with transparency and without preconceived notions - Allow the deliberative process to work

**Council Working with Staff**

* Care about the relationship with Staff
* Demonstrate respect and appreciation for Staff
* Treat Staff professionally
* Listen openly and suspend judgment
* Praise in public, criticize in private
* Help each other to be successful – We rise and fall together
* Give Staff a heads up about the information that is needed - Don’t play “gotcha” at Council meetings
* Ask questions and get the information we need - Do so constructively
* Stay focused on Council priorities

**Staff Working with Council**

* Demonstrate respect for Council and Commissions and their governance roles - Help Council and Commissions to be successful
* Develop quality processes and staff work so Council can make quality decisions - Be proactive
* Adopt a Continuous Improvement approach - Learn from the past
* Plan and manage projects effectively – Follow through, measure progress, demonstrate accountability, communicate
* Communicate and engage effectively with the Community

**Why “How We Work Together” is Important**

* Influences public perception
* Breeds confidence and trust in the City Council and the City Organization
* Contributes to healthy and constructive civic engagement
* Helps to maintain and attract quality professional staff
* Makes serving the public enjoyable
* Enhances the quality of governance and consequently the quality of life of the City of Los Altos
* Creates civic pride and helps build future civic leaders
* Demonstrates that an all-female Council can work effectively together

**Some Bridges to Success**

* Get past Measure “C”
* Don’t let ideological differences get in the way of governing effectively
* Improve communication (this is a multifaceted issue that needs improvement – ranges from minor improvements like more complete titles associated with project (vs. internal project numbers) to proactive public processes for engaging the Community)
* Don’t take things personally – it’s not about us
* Operate as colleagues, not adversaries
* Take individual responsibility for not getting bogged down at Council meetings
* Lead and act from a Citywide perspective – don’t allow progress to get off track late in the process