



CITY OF  
**PALO  
ALTO**

# New Council Member Orientation

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November 8, 2022 Election outcome

- Three new Council Members will be elected

Requirements to be a Council Member

Goal of Program

- Assist Council Member-Elects with resources to be more effective in decision making
- Balance critical operating information with policies and procedures



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Onboarding Program Includes:

- Oath of Office & Reorganization Ceremony
- Required Filings (Conflict of Interest filing, Ethics & Harassment trainings)
- Personnel Paperwork
- Digital Resource Directory
- One-day or Two-day Workshop Orientation



# Discussion Sections

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1. Introduction to the City Organization
2. Council Member Specific Information
3. Legal Update and Considerations while on Council
4. Council Meeting Procedures and Protocols
5. Policy Role in Land Use Planning
6. Financial Responsibilities, Budgeting and Performance Measurements
7. Communications and Community Engagement
8. Emergency Preparedness
9. Major Projects and Upcoming Items



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# Recommendations from the Committee

