

**Ground Rules Identified by the City Commission  
At its Annual Retreat on January 11, 2013**

- **Think creatively outside the box**
- **Recognize that the Mayor is in charge of the timing at a meeting**
- **No surprises**
- **Listen**
- **Don't form opinions based on history, remain open to new strategies**
- **Listen to all viewpoints with an open mind**
- **Do not make final decisions prior to meetings**
- **Do not avoid members of the public whom you don't agree with**
- **Listen to the public; don't react; bring details to staff**
- **Treat all with the same respect**
- **No interruptions**
- **Promote constructive relationships; get to the bottom of it privately**
- **Ask, "What do you think?"**
- **Tell the whole story about an issue**
- **Do not use your position as a member of the Commission to try to get something done outside your role as a Commissioner**
- **Do not say at a Commission meeting, "I think, or I believe, that something negative occurred absent evidence."**