

**DATE:** April 24, 2023

**TO:** Members of the Rental Housing Committee

**FROM:** Karen M. Tiedemann, Special Counsel to the Rental Housing Committee  
Nazanin Salehi, Special Counsel to the Rental Housing Committee  
Anky van Deursen, Program Manager

**SUBJECT:** **Adoption of all Applicable Sections in the Council Code of Conduct and Personal Code of Conduct and the Council Advisory Bodies Handbook**

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**RECOMMENDATION**

Adopt a Resolution to Adhere to and Follow All Applicable Rules and Regulations in the City Council Code of Conduct and Personal Code of Conduct, as updated on March 14, 2023, and the Council Advisory Bodies Handbook, as revised on October 22, 2021.

**BACKGROUND AND ANALYSIS**

On January 22, 2018, the RHC adopted Resolution No. RHC 10, pursuant to which the RHC agreed to follow the City Council Code of Conduct and Personal Code of Conduct. At that time, the City Council Code of Conduct had been most recently updated on June 23, 2015, before the adoption of the Community Stabilization and Fair Rent Act (CSFRA) and the formation of the RHC.

On March 14, 2023, the City Council adopted a revised version of the City Council Code of Conduct (Exhibit A). This Code of Conduct is a compilation of requirements and policies relating to the conduct of the City Council and is taken from a variety of sources, including State law, the Fair Political Practices Commission, the Mountain View City Charter, and policies of the Mountain View City Council. This document is reviewed and signed by the City Councilmembers when they assume office. In addition to the City Council, all members of Council advisory bodies such as the Rental Housing Committee (RHC) are expected to adhere to the Code of Conduct. Each RHC member is also required to review and sign a Personal Code of Conduct when they assume office. The Personal Code of Conduct summarizes the more detailed City Council Code of Conduct and sets forth a common set of guiding principles for the behavior and performance of both the City Council and the advisory bodies.

On October 22, 2021, the City Council also adopted a revised Council Advisory Bodies Handbook, including an updated section on responsibilities and obligations of Committee members (Exhibit B).

The Chair of the RHC has requested staff to present this updated City Council Code of Conduct and Personal Code of Conduct as well as the Council Advisory Bodies Handbook in order for the RHC to adopt these updated versions.

**FISCAL IMPACT**

Adoption of all applicable sections in the Council Code of Conduct and Personal Code of Conduct and the Council Advisory Bodies Handbook is not anticipated to impact the budget of the RHC.

**PUBLIC NOTICING**—Agenda posting.

Attachments:

1. Draft Resolution to Adhere to and Follow All Applicable Rules and Regulations in the Council Advisory Bodies Handbook and the City Council Code of Conduct.
  - Exhibit A. City of Mountain View, City Council Code of Conduct Adopted November 19, 2002, as revised on March 14, 2023.
  - Exhibit B. City of Mountain View Council Advisory Bodies Handbook (Adopted November 19, 2002, as revised on October 22, 2021).