Governance & Ethics Committee

Item #4 Review and Discussion on Council Policy 020 ("Proclamations, Commendations and Certificates of Recognition") and Council Policy 009 ("City Representation at Meetings, Ceremonies and Special Events")

March 4, 2024

1

City of Santa Clara
The Center of What's Possible

Background

- As part of the 2023 Governance and Ethics Committee workplan, Council Policy 020 was scheduled to return for Committee discussion.
- Vice Mayor Anthony Becker brought forth a written petition regarding both recognition items and policies for speaking at public events.
- On December 12, 2023, the City Council voted to refer the item back to the Governance and Ethics Committee.
- Council Policy 020 and Council Policy 009 currently have guidelines pertaining to ceremonial events and recognition items.

2

2

City of Santa Clara
The Center of What's Possible

Council Policy 020

- Council Policy 020 identifies the authority, criteria, and procedure for the recognition of individuals, groups, organizations, businesses, special periods of observance, or special occasions:
  - Proclamations
  - Commendations
  - Certificates of Recognition

3

3

City of Santa Clara
The Center of What's Possible

Proclamations

- Highlights specific periods of observance (e.g. days, weeks, months), civic celebrations, or community, regional, state, or national occasions.
- Recognizes issues, actions, and/or programs of significance to Santa Clara.
- Proclamations should deal with local, county or state issues that have a connection to the City.
- Typically presented at the beginning of City Council meetings under "Special Orders of Business".

City of Santa Clara

Proclamation

WHEREAS, Native Americans have inhabited the Bay Area region for many millennia, and have contributed significantly to the growth, prosperity, and identity of our country, from before its inception to the present day; and

WHEREAS, the 2020 United States Census reports that 9.7 million people throughout the United States identify as American Indian and Alaskan Native and, according to the Bureau of Indian Affairs, there are currently 574 federally recognized American Indian and Alaskan Native tribes; and

WHEREAS, California is home to 109 federally-recognized Indian tribes and several other non-and previously recognized tribes such as the Muwekma Ohlone Tribe of the San Francisco Bay Area, who are actively petitioning for federal recognition and reaffirmation; and

WHEREAS, Native American Heritage Month is a time to celebrate the traditions, languages and stories of Native American, Alaska Native, Native Hawaiian, and affiliated Island communities and ensure their rich histories and contributions continue to thrive with each passing generation; and

WHEREAS, during Native American Heritage Month, the City honors America's first inhabitants and their contributions while never forgetting the centuries-ong campaign of violence, displacemen:, assimilation, ill treatment, and terror wrought upon Native communities and Tribal Nations throughout the United States; and

WHEREAS, on this occasion, the City of Santa Clara celebrates the incredible resilience of Native American communities, their unique cultures, languages, and traditions, and their continued contributions to our community;

NOW, THEREFORE, I, LISA M. GILLMOR, by virtue of the authority vested in me as Mayor, and on behalf of the Santa Clara City Council, do hereby proclaim the month of November 2023

Native American Heritage Month

in Santa Clara and encourage all residents to honor the history, cultures, traditions, and contributions made by Native Americans in our community throughout the year.

Given under my hand and the Seal of the City of Santa Clara, California, this 14th day of November 2023.

LISA M. GILLMOR
MAYOR
City of Santa Clara

4

4

City of Santa Clara
The Center of What's Possible

Commendations

- Commendations are issued to individuals, groups, organizations, or businesses with a connection to the City for major achievements with community-wide significance.
- Local sports teams or individuals winning titles, competitions, championships at the state, national, and or international levels
- Milestones or commemoration
- Retirement of City or SCUSD employees
- Presented at City Council meetings under "Special Orders" or at related events

City of Santa Clara

Commendation

WHEREAS, **Rose Kwalick** was born on July 8, 1923, in western Pennsylvania, spending her childhood and young adulthood there; and

WHEREAS, **Rose Kwalick** married Ted Kwalick Sr. in 1945; and

WHEREAS, **Rose Kwalick** and her entire family moved to Santa Clara in 1970 when her son, Ted Kwalick, was drafted by the San Francisco 49ers; and

WHEREAS, **Rose Kwalick** has now lived in Santa Clara for over 53 years where she raised 3 children, 6 grandchildren, and 8 great grandchildren with one more on the way; and

WHEREAS, **Rose Kwalick** will celebrate her 100th birthday on July 8th with a special party held on July 15th at the Element Hotel in Santa Clara recognizing this momentous occasion; and

WHEREAS, **Rose Kwalick** continues to inspire all who know her to live life to its fullest, taking advantage of every opportunity to embark on a new journey, and every moment to celebrate life.

NOW, THEREFORE, I, LISA M. GILLMOR, by the authority vested in me as Mayor, and on behalf of the entire City Council, do hereby congratulate and send birthday wishes to

Rose Kwalick

on her 100th birthday, and commend and recognize her many accomplishments throughout her life.

Given under my hand and the Seal of the City of Santa Clara, California, this 15th day of July 2023.

LISA M. GILLMOR
MAYOR
City of Santa Clara

5

5

City of Santa Clara
The Center of What's Possible

Certificates of Recognition

- Certificates of Recognition are issued to individuals, groups, organizations, or businesses with a connection to the City for achievement, exceptional contributions to the community, or commemorative events.
- Presented at City Council meetings under "Special Orders" or at related events.

City of Santa Clara

Certificate of Special Mayoral Recognition

On behalf of the Santa Clara City Council, this certificate is presented to

TriCore Panels

in honor of its grand opening, bringing to the City of Santa Clara a cutting-edge facility offering state-of-the-art technologies and innovative approaches to panel system design and fabrication

on this 22nd day of July 2023.

LISA M. GILLMOR
MAYOR
CITY OF SANTA CLARA

6

6

City of Santa Clara
The Center of What's Possible

Benchmark Neighboring Cities

Jurisdiction	Approval Process	Document Bears Signature	Council Districts
City of Campbell	The Mayor is designated to authorize proclamations. City Councilmembers make their requests to the Mayor.	Mayor	5
City of Cupertino	The Mayor is designated to authorize proclamation and certificates of appreciation. City Councilmembers make their requests to the Mayor.	Mayor	None
City of Fremont	The Mayor is designated to authorize ceremonial resolutions, certificates of recognition, proclamations. City Councilmembers make their requests to the Mayor.	Mayor	6

7

7

City of Santa Clara
The Center of What's Possible

Benchmark Neighboring Cities

Jurisdiction	Approval Process	Document Bears Signature	Council Districts
City of Milpitas	The Mayor is designated to authorize Proclamations and Commendations. City Councilmembers make their requests to the Mayor.	Mayor	None
City of Palo Alto	The Mayor is designated to authorize Proclamations, Commendations and Certificates of Recognition. City Councilmembers make their requests to the Mayor.	Mayor	None

8

8

City of Santa Clara
The Center of What's Possible

Benchmark Neighboring Cities

Jurisdiction	Approval Process	Document Bears Signature	Council Districts
City of San Jose	Proclamations and Commendations requests are made through the agenda services manager and approved by the Mayor.	Mayor, City Councilmembers, and City Clerk	10
City of Sunnyvale	The Mayor is designated to authorize Proclamations, Commendations and Certificates of Recognition. City Councilmembers make their requests to the Mayor.	The Mayor shall determine whether a proclamation is signed by only the Mayor, or by the entire City Council.	6

9

9

City of Santa Clara
The Center of What's Possible

Council Policy 009 - City Representation at Meetings, Ceremonies, and Special Events

1. The Mayor and/or City Council shall represent the City at meetings, ceremonies, and special events.
2. If staff receives a request for representation of the City at an event, the following occurs:
   a) The invitation is referred to the Mayor.
   b) If the Mayor is unable to attend, the invitation is referred to the Vice Mayor.
   c) If the Vice Mayor is unable to attend, the invitation is referred to Councilmembers in order of seniority.
   d) The City Manager (or a designee) will represent if the Mayor and Council are not available.
3. The City Council may officially request a City Board or Commission member to represent the City on certain occasions.

10

10

City of Santa Clara
The Center of What's Possible

Benchmark Neighboring Cities

Jurisdiction	Approval Process	Council Districts
City of Campbell	The Mayor is the ceremonial head of the City and the designated speaker. District representatives are always recognized.	5
City of Fremont	The Mayor is the ceremonial head of the City and the designated speaker. The Vice Mayor serves if the Mayor is not present. On occasion, City Councilmembers are invited to speak as typically determined by the City Manager.	6
City of San Jose	The Mayor is the ceremonial head of the City and the designated speaker. The City Councilmember who represents the district of the event locations is also invited to speak.	10
City of Sunnyvale	The Mayor is the ceremonial head of the City and the designated speaker. Vice Mayor serves if the Mayor is not present. City Councilmembers may represent the City at ceremonial functions at the request of the Mayor.	6

11

11

City of Santa Clara
The Center of What's Possible

Discussion and Recommendations

- **Proclamations**

- Current language states: *Recognizes issues, actions, and/or programs of significance to Santa Clara.*

- Consider option in policy to distinguish resolutions on substantive issues (e.g., in support or opposed to issues)

12

12

City of Santa Clara
The Center of What's Possible

Discussion and Recommendations

- **Commendations**
  - Consider options (e.g., years of retirement, types of organizations)
- **Certificates of Recognition**
  - Consider options (e.g., District recognition)

13

13

City of Santa Clara
The Center of What's Possible

Discussion and Recommendations

- **Speaking at Events**
  - Consider options (e.g., City of Santa Clara hosted events)

14

14

Governance & Ethics Committee

Item #4 Review and Discussion on Council Policy 020 ("Proclamations, Commendations and Certificates of Recognition") and Council Policy 009 ("City Representation at Meetings, Ceremonies and Special Events")

March 4, 2024

15