

City of Pacific Grove

Short-term Vacation Rental Task Force

Norms and Guiding Principles

The Short-term Vacation Rental Task Force has been charged by the City Council with developing recommendations to the Council on the nature and scope of short-term rentals in the community.

The Task Force seeks to combine the individual experiences, knowledge, and perspectives of its members into a collective judgment of the best course of action for the community as a whole. To do so, the Task Force adopts the following norms and guiding principles:

Meetings are scheduled on a regular basis to minimize conflicts and ease members' scheduling

- Meetings will be held approximately weekly

Task Force members are responsible for participating actively

- Members will observe the 100-mile rule
- Members will share their perspectives
- Members will invest as much effort into listening to understand as they do sharing to be understood. Each member also gets a 30-second soapbox, if needed, at each meeting.

Meetings are efficient

- The Facilitator will provide the members with a draft agenda at least 3 days before the meeting
- Members will arrive at meetings fully prepared
- Meetings will not run over the time allotted
- If a meeting becomes bogged down in an issue, the Facilitator will table the issue for another meeting

Meetings are transparent

- The public is invited to observe and contribute during public comment
- Invited stakeholders may be asked for input, but will not participate otherwise in the decision making process
- Meeting outputs will be available to and shared with the entire community, so that input from the community can advance the progress of the Task Force

Decisions are made by consensus of those present

- The Task Force agrees to explore areas of agreement and disagreement to discover what areas its members can accept and what areas require further discussion
- Consensus means that although not all members will agree on the outcome, all can live with the outcome
- As this is an advisory body, there shall be no quorum or voting requirements

Decisions represent the best choices for the group

- Members bring with them the perspectives of their affiliations, but act for the common interest of the community as a whole
- All members share in the responsibility for the Task Force's decisions, committing to agree and agreeing to commit
- Recommendations presented to the Council can address minority concerns with an explanation of how they were considered in the final decision

Task Force members are respectful of each other

- Members will judge ideas, not people
- Members will value differences and strive to understand them
- Meetings are not a forum for debates where members seek to prove to others that they are right
- Meetings are a forum for dialogues where members strive to understand the perspectives of other members
- No one member or perspective will dominate a discussion

Task Force business occurs in meetings

- Members will not hold side meetings outside of regular meetings unless they are sanctioned by the Task Force as a whole