

STANDARDS OF CONDUCT

HILLSBOROUGH COUNTY CITY-COUNTY PLANNING COMMISSION

RECOGNIZING THAT PERSONS HOLDING A POSITION OF PUBLIC TRUST ARE UNDER CONSTANT OBSERVATION, AND RECOGNIZING THAT MAINTAINING THE INTEGRITY AND DIGNITY OF THE PUBLIC OFFICE IS ESSENTIAL FOR MAINTAINING HIGH LEVELS OF PUBLIC CONFIDENCE IN OUR INSTITUTIONS OF GOVERNMENT AND IN THE IMPARTIALITY OF THE PLANNING COMMISSION, EVERY COMMISSIONER PLEDGES TO ADHERE TO THE FOLLOWING STANDARDS OF CONDUCT. [ALL QUESTIONS OF CONDUCT RELATING TO FLORIDA'S CODE OF ETHICS FOR PUBLIC OFFICERS AND EMPLOYEES, SHALL BE GOVERNED BY CHAPTER 112, PART III, FLORIDA STATUTES.]

Commissioner's shall:

1. Prepare for and regularly attend all meetings (including public hearings) of the Planning Commission relevant to the office.
2. Maintain the integrity and dignity of their office, by extending courtesy and consideration toward colleagues, citizens and staff during all discussions and deliberations, and by avoiding any appearance of impropriety.
3. Allow citizens, colleagues and staff sufficient opportunity to present their views, within the prescribed rules for conduct of meetings of the Planning Commission.
4. Refrain from abusive comments or intimidating language directed at colleagues, citizens or staff, including gestures, body language or distracting activity that conveys a message of disrespect and/or lack of interest.
5. Publicly acknowledge the adopted position when asked about a decision of the Planning Commission.
6. Not engage in harassing behavior or unwelcome conduct of a sexual nature towards other Planning Commissioners, employees, clients or citizens.
7. Not convey the impression they may be in a position to influence the outcome of a decision of the Planning Commission, nor attempt to use their office to influence or sway the professional staff recommendation.
8. Discharge their duties and responsibilities without favor or prejudice toward any person or group, and shall not allow personal or business relationships to impact upon their conduct or decisions in connection with Planning Commission business, nor lend their influence towards the advancement of personal interests or towards the advancement of the interests of family, friends or business associates. [This provision is not intended to prevent any Commissioner from joining or having an affiliation with any business, professional, or special interest organization.
9. Avoid any appearance of impropriety and refrain from engaging in private discussions with the applicant or their representatives or any member of the public or

other interested party about specific upcoming Planning Commission agenda items. If a Commissioner receives a private written, facsimile or electronic communication about an agenda item, the Commissioner shall promptly forward the information to the Executive Director so it may be shared with all Commissioners. [Commissioners are prohibited from engaging in private discussions with other Commissioners about Planning Commission business, pursuant to Florida's Government-in-the-Sunshine Law, Chapter 286, Florida Statutes.]

10. Not accept or solicit a gift, loan, payment, favor, service, promise of employment or business contract, meal, transportation or anything of value in violation of Chapter 112, Florida Statutes, or any other thing or consideration given with the understanding or possibility that it may influence the official action of the Commissioner during Planning Commission proceedings. Commissioners shall timely report all gifts required by Chapter 112, Florida Statutes.

11. Not solicit funds from any other Commissioner or the Planning Commission staff in support of any person's campaign for election to local or state public office.

12. Refrain from participating in any proceeding in which their impartiality may reasonably be questioned. Commissioners shall seek advice and counsel from the Planning Commission's attorney whenever a conflict of interest shall arise from a personal, employment or business relationship with a person or entity affected by any business item coming before the Planning Commission for review or recommendation. *Florida's Code of Ethics for Public Officers and Employees*, Chapter 112, Florida Statutes, shall govern conflict of interest determinations.

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