Item No. 15 C

TOWN OF LAUDERDALE-BY-THE-SEA

AGENDA ITEM REQUEST FORM

Town Commission
Department Submitting Request

Commissioner Sasser
Dept Head's Signature

	Commission Meeting Dates	Last date to turn in to Town Clerk's Office		Commission Meeting Dates	Last date to turn in to Town Clerk's Office		Commission Meeting Dates	Last date to turn in to Town Clerk's Office
☐	Nov 10, 2009	Oct. 30 (5:00 p.m.)	☐	Jan 26, 2010	Jan 15 (5:00 p.m.)	☐	March 23, 2010	Mar 12 (5:00 p.m.)
☐	Dec 1, 2009	Nov 20 (5:00 p.m.)	☐	Feb 9, 2010	Jan 29 (5:00 p.m.)	☐	April 13, 2010	April 2 (5:00p.m.)
☐	Dec 8, 2009	Nov 25 (5:00 p.m.)	☐	Feb 23, 2010	Feb 12 (5:00 p.m.)	☒	April 27, 2010	April 16 (5:00p.m.)
☐	Jan 12, 2010	Dec 31 (5:00 p.m.)	☐	Mar 4, 2010	Feb 19 (5:00p.m.)	☐	May 11, 2010	April 30 (5:00p.m.)

NATURE OF AGENDA ITEM

☐ Presentation	☐ Resolution	☐ New Business
☐ Report	☐ Ordinance	☐ Manager's Report
☐ Consent Agenda	☐ Public Hearing	☐ Attorney's Report
☐ Bids	☒ Old Business	☐ Other

EXPLANATION: Code of Conduct for Commission. This will be in addition to a Code of Ethics. Attached Back-up is simply a draft for discussion and consideration. I would like to have the Town Attorney, after discussion from the Commission, begin drafting the Code of Conduct for the Commission. I expect this to be pushed to a Roundtable discussion but wanted to get this in front of the Commission for immediate attention.

STAFF RECOMMENDATION:

BOARD/COMMITTEE RECOMMENDATION:

FISCAL IMPACT AND APPROPRIATION OF FUNDS:

☐ Amount $_____ ☐ Acct # _____
☐ Transfer of funds required ☐ From Acct #_____
☐ Bid ☐ Grant ☐ Amount represents matching funds

Deferred to the April 27, 2010 commission meeting

Town Attorney review required
☒ Yes ☐ No

APR 5 2010
8:40 a.m.

Town Manager's Initials: CR

Revised 1/14/2010

PREAMBLE

Improving the quality of public administration and governance can be achieved by encouraging high standards of conduct on the part of all government officials. In particular, the public is entitled to expect the highest standards of conduct from the members that it elects to local government. In turn, adherence to these standards will protect and maintain the Town of Lauderdale-By-The-Sea's reputation and integrity.

To these ends, the Town of Lauderdale-By-The-Sea, as one of several initiatives, adopts this Code of Conduct for Members of The Commission. It is intended to supplement and be compatible with the laws governing the conduct of members.

The key statements of principle that underline the *Code of Conduct* are as follows:

- Members of The Commission shall serve and be seen to serve their constituents in a conscientious and diligent manner;

- Members of The Commission should be committed to performing their functions with integrity and to avoiding the improper use of the influence of their office, and conflicts of interest, both apparent and real;

- Members of The Commission are expected to perform their duties in office and arrange their private affairs in a manner that promotes public confidence and will bear close public scrutiny; and

- Members of The Commission shall seek to serve the public interest by upholding both the letter and the spirit of the laws of the United States of America and the State of Florida, and the laws and policies adopted by Town Commission;

- Members of The Commission are expected to conduct themselves with the utmost professionalism and respect of others at all times;

- Members of The Commission are expected to refrain from personal agendas, attacks or intimidation of others.

I. USE OF CITY PROPERTY, SERVICES AND OTHER RESOURCES

No member of Council should use, or permit the use of City land, facilities, equipment, supplies, services, staff or other resources (for example, City-owned materials, websites, Council transportation delivery services and member of Council expense budgets) for activities other than the business of the Corporation. Nor should any member obtain personal financial gain from the use or sale of City-developed intellectual property (for example, inventions, creative writings and drawings), computer programs, technical innovations, or other items capable of being patented, since all such property remains exclusively that of the City.

II. IMPROPER USE OF INFLUENCE

No member of The Commission shall use the influence of her or his office for any purpose other than for the exercise of her or his official duties.

Examples of prohibited conduct are the use of one's status as a member of The Commission to improperly influence the decision of another person to the private advantage of oneself, or one's parents, children or spouse, staff members, friends, or associates, business or otherwise. This would include attempts to secure preferential treatment beyond activities in which members normally engage on behalf of their constituents as part of their official duties. Also prohibited is the holding out of the prospect or promise of future advantage through a member's supposed influence within The Commission in return for present actions or inaction.

III. CONDUCT AT COUNCIL AND COMMITTEE MEETINGS

Members shall conduct themselves with decorum at Commission and committee meetings, treating others with respect and professionalism. Members shall abide by the rules and regulations agreed to during the Organizational Meeting held after each election. There should be no politicking from the dais with rhetoric that is designed only to improve one's own status or gain political advantage.

IV. DISCREDITABLE CONDUCT

All members of The Commission have a duty to treat members of the public, one another, and staff appropriately and without abuse, bullying or intimidation, and to ensure that their work environment is free from discrimination and harassment.

V. REPRISALS AND OBSTRUCTION

Members of The Commission should respect the integrity of the Code of Conduct and investigations conducted under it. Any reprisal or threat of reprisal against a complainant or anyone for providing relevant information is therefore prohibited.