

Sec. 2-172. - Code of conduct.

In addition to adhering to the requirements of state law, any person appointed to serve as a member of a city board or committee shall commit to the following code of conduct by written affirmation, which shall remain on file with the city clerk, as follows:

(a)

I affirm that the proper statutory and City Charter role of members of appointed city boards and committees, as with any member of an appointed government body, is to act collectively, not individually, to apply the city's governing policies, and that the city manager and staff administer such policies.

(b)

I understand that an appointed board or committee member does not manage the affairs of the city. I will not intrude into daily operations or spheres of responsibility designated by Florida Statutes, City Code, and City Charter to the city manager as the chief executive officer; or undermine the city manager's lawful authority. Further, I understand that the city manager is responsible for administering the policy direction established by a majority vote of the city council and not the individual wishes of board or committee members.

(c)

I will represent the interests of the entire city when making decisions and will rely upon available facts and my independent judgment. In my capacity as an appointed board or committee member, I will avoid conflicts of interest and avoid using my official position for personal, professional, or partisan gain.

(d)

I will demonstrate dignity, respect, and courtesy toward those whom I am in contact with in my capacity as an appointed board or committee member. I will refrain from intimidation and ridicule of fellow board or committee members, city council members, city manager, city attorney, staff, citizens of the city, and city utility customers.

(e)

In my capacity as an appointed board or committee member, I will refrain from inappropriate language including statements that are malicious, threatening, slanderous, disparaging, mean-spirited, vulgar or abusive. All disagreements, concerns or criticisms shall be framed in language that is in keeping with the dignity and professionalism of an appointed official and the honor of my respective city board or committee.

(f)

I will focus on solving problems. I will maintain appropriate decorum and professional demeanor in the conduct of city business and work cooperatively and conscientiously with others as I request or receive information, examine data or weigh alternatives in the decision-making process.

(g)

I will demonstrate patience and refrain from demanding, interruptive access to staff or immediate responses or services when requesting information that requires significant staff time in research, preparation or analysis or that will result in staff neglect of urgent duties. Such requests will be made through the city manager for scheduling and prioritizing through consensus of my respective city board or committee.

(h)

I will devote adequate time for preparation prior to my respective city board or committee meetings and as much as possible, I will be in attendance at such meetings and all other scheduled events where my participation is required.

(i)

I will respect diversity and encourage the open expression of divergent ideas and opinions from fellow board or committee members, city council members, city manager, city attorney, staff, citizens of Cape Canaveral, and city utility customers. I will listen actively and objectively to others' concerns or constructive criticisms.

(j)

I will refrain from any individual action that could compromise lawfully authorized decisions of the city or the integrity of the city and my fellow board or committee members. I will delineate clearly for any audience whether I am acting or speaking as an individual citizen or in my capacity as a city board or committee member.

(k)

I will maintain the confidentiality of privileged information and will abide by all laws of the state applicable to my conduct as a board or committee member, including but not limited to the Government in the Sunshine Law, the Florida Code of Ethics for Public Officers, and city rules of procedure and codes of conduct.

(l)

I will promote constructive relations in a positive climate with all members of the city council, city employees, city attorney, and city contractors and consultants consistent with my role as a board or committee member, as a means to enhance the productivity and morale of the city. I will support the city manager's decision to employ the most qualified persons for staff positions. I will recognize the bona fide achievements of the city council, city manager, staff, city attorney, city contractors and consultants, business partners, and others sharing in, and striving to achieve, the city's mission.

(m)

I will enhance my knowledge and ability to contribute value to the city as a board or committee member by keeping abreast of issues and trends that could affect the city through reading, continuing education and training. I will study policies and issues affecting the city, and will attend training programs if required by the city. My continuing goal will be to improve my performance as a board or committee member.

(n)

I will value and assist my fellow board or committee members by exchanging ideas, concerns, and knowledge through lawful means of communication. I will help build positive community support for the city's mission and the policies established by the city council.

(o)

I will support and advocate for my beliefs, but will remain open to understanding the views of others. I recognize that I share in the responsibility for all city decisions that my respective board makes and will accept the will of the majority.

(p)

As a board or committee member, I will always hold the best interests of the citizens of the city and the public health, safety and welfare of the community in the highest regard. I will seek to provide appropriate leadership that nurtures and motivates city citizens to be stakeholders in the affairs and achievements of the city.

(q)

I will be accountable to the city council for violations of this code of conduct.

(Ord. No. 13-2011, § 2, 12-20-11)