



**STAFF REPORT**  
**9/24/2025**

**TO:** Honorable Mayor and City Council

**FROM:** Ryan Guiboa, City Attorney

**SUBJECT:** Code of Conduct Policy for Elected Officials

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**STAFF RECOMMENDATION**

Staff recommends that the City Council discuss and provide direction as to the potential adoption of a code of conduct for elected officials.

**DISCUSSION/ANALYSIS**

In keeping with the policies declared by the state legislature in enacting codes of ethics for state and local officials, it is recognized that high moral and ethical standards among public officials are essential to the conduct of local government. A code of ethics is necessary for the guidance of City elected officials in order to prevent conflicts of interest in public office, improve standards of public service, and promote and strengthen the faith and confidence of City residents in their governing body.

The promotion of a climate of civility and trust is a shared responsibility of the City Council. To further promote a positive environment of mutual respect, the City Council may establish a code of conduct that sets the minimum requirements for City elected officials. The purpose of a code of conduct is often to:

- A. Describe the standards of behavior expected of City elected officials;
- B. Promote and maintain an environment that fosters the public's trust and confidence in the City;
- C. Provide an ongoing source of guidance to City elected officials in their day-to-day service to the City and its residents; and
- D. Establish complaint handling procedures for any alleged violations.

A draft code of conduct for elected officials is attached. The City Council may review the draft, discuss it, and provide direction to staff regarding potential revisions, and, if deemed appropriate, take action to adopt the proposed policy.

**FISCAL IMPACT**

The adoption of a Code of Conduct for City Councilmembers is not anticipated to result in significant fiscal impacts. Any costs would be limited to routine staff time required for preparation, review, implementation, and dissemination of the policy.

**ATTACHMENTS:**

1. Draft Code of Conduct for Elected Officials.