



## STAFF REPORT

**MEETING DATE:** January 10, 2024

**PRESENTER:** Hilda Cantu Montoy, City Attorney and John Jansons, City Manager

**SUBJECT:** Resolution Adopting a Code of Conduct for Members of the City Council and Members of City Boards and Commissions

**RECOMMENDATION:** Council by motion adopt resolution approving a Code of Conduct for Members of the City Council and Members of City Boards and Commissions.

### **EXECUTIVE SUMMARY:**

The purpose of the proposed Code of Conduct is to:

1. Encourage the highest standards of behavior, going beyond requirements of the law;
2. Promote and maintain public trust and confidence;
3. Provide an ongoing source of guidance to members of the City Council and members of Boards and Commissions in their day-to-day service to the City; and
4. Provide a seamless integration process for new members of the City Council and Boards and Commissions.

Adoption of a Code of Conduct for members of the City Council and members of City Boards and Commissions is an established “Best Practice” in local government and organizations.

Clear and specific guidelines aide in eliminating and reducing ambiguity, misunderstandings, and conflict.

While Kerman has historically experienced positive collegiality, cooperation and collaboration among Council and Board members, unfortunately this is not always the case with other elected and appointed Boards of Directors, Commissions and City Councils.

To avoid any potential ambiguity, misunderstanding or conflict, clear communication is essential and this proposed code is that; a communication tool to clarify roles and responsibilities, set expectations and create norms and rules of decorum for Council, Commission, Board behaviors and staff and public interactions.

The attached Resolution (Attachment A) includes as Exhibit A the proposed Code of Conduct.

The Kerman City Council, its Commissions, Boards and Staff are already operating under an adopted Conflict of Interest Code as required by the Political Reform Act which is designed to ensure and enforce legal, proper and ethical government affairs.

Adoption of the Resolution approving the proposed Code of Conduct will communicate, support and strengthen good government in Kerman.

### **ATTACHMENTS:**

- A. Resolution and Exhibit A, City of Kerman Code of Conduct

Attachment 'A'

**RESOLUTION NO. 24-\_\_\_**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KERMAN ADOPTING A CODE OF CONDUCT FOR MEMBERS OF THE CITY COUNCIL AND MEMBERS OF CITY BOARDS AND COMMISSIONS**

WHEREAS, the residents of the City of Kerman are entitled to have fair, ethical, and accountable local government; and

WHEREAS, the residents of the City of Kerman are entitled to have complete confidence in the integrity of local government; and

WHEREAS, a Code of Conduct serves to increase public confidence in City government, assist with decision-making, and encourage high standards of behavior; and

WHEREAS, a Code of Conduct will represent a commitment to uphold a standard of integrity beyond that required by law; and

WHEREAS, the City Council is interested in establishing a framework for day to day actions and decision-making by members of the City Council and City boards and commissions; and

WHEREAS, integrity of officials of local government is key to effective and fair operation of government; and

WHEREAS, the establishment of an official Code of Conduct will demonstrate the City's commitment to ethics.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Kerman, as follows:

1. The recitals set forth above are true and correct and are incorporated herein by reference.
2. The City Council hereby adopts the "City of Kerman Conduct of Conduct for the City Council and Members and Appointed Members of City Boards and Commissions" as set forth in Exhibit A and incorporated herein by reference.
3. This resolution is effective upon adoption.

I hereby certify that the foregoing is a full, true and correct copy of a Resolution duly adopted and passed by the City Council for the City of Kerman, California, at a regular meeting held on the 10<sup>th</sup> day of January, 2024, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

The foregoing resolution is hereby approved.

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Maria Pacheco  
Mayor

ATTEST:

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Josie Camacho  
Interim City Clerk