

**First Reading: 03/09/26**

**Second Reading: 03/09/26**

**Bill No: 26-06**

**Ordinance No: 260309**

**SECTION 400.165 AN ORDINANCE ADOPTING A CODE OF ETHICS FOR THE PLANNING COMMISSION FOR THE CITY OF WILLARD MISSOURI**

**WHEREAS**, the Planning Commission is entrusted with duties and responsibilities that affect the public interest and the welfare of the community; and

**WHEREAS**, it is essential that members conduct themselves in a manner that promotes public trust, transparency, fairness, and integrity; and

**WHEREAS**, the Commission members are expected to be prepared, informed and avoid misrepresentation, and

**WHEREAS**, the establishment of a formal Code of Ethics provides clear guidance for ethical conduct and accountability in the performance of official duties;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF WILLARD MISSOURI**

**Section 400.165**

**1. Adoption of Code of Ethics.**

The Code of Ethics, attached hereto and incorporated by reference, is hereby adopted to govern the conduct of members of the Planning Commission.

**2. Purpose and Principles.**

The Code of Ethics is established to affirm the commitment of members to the highest standards of ethical conduct in the performance of their public duties. Members shall serve the public interest above all private interests and shall exercise independent, impartial, and honest judgment in all matters before them.

**3. Standards of Conduct.**

Members shall act with fairness, professionalism, and integrity; shall be prepared and informed; and shall avoid misrepresentation in any form. Conflicts of interest, including personal or financial gain, gifts, or favors, shall be avoided, disclosed when applicable, and shall require recusal from related discussions or decisions.

- a. In regards to conduct and ethics the committee would support refresher training as defined by the cities legal council.

4. **Confidentiality.**

Members shall not use non-public or confidential information obtained through their official position for personal benefit and shall respect the confidentiality of information entrusted to them.

5. **Transparency and Public Participation.**

Members shall conduct meetings openly, promote transparency, and encourage meaningful public participation in accordance with applicable laws and regulations.

6. **Attendance and Participation.** Members are expected to attend and be prepared to participate in meetings.

- a. No-show for 3 consecutive meetings or
- b. an attendance of less than 75% of meetings within a calendar year

\*\*Inability to meet attendance and participation requirements may result in loss of position on the Commission as recommended by the Chair and Mayor

**Effective Date.**

This Ordinance shall take effect immediately upon adoption.

**ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2026,**

Approved as to Form: \_\_\_\_\_

Holly Dodge, City Attorney

Approved By: \_\_\_\_\_

Troy Smith, Mayor

Attested By: \_\_\_\_\_

Courtney Myers, City Clerk

