

Municipal Golf Committee

Code of Conduct

Office of Boards and Commissions
December 12th, 2024



Conduct Guidelines

Member's Conduct with Each Other in Public Meetings

- Honor the role of the chair in maintaining order.
- Practice civility and decorum in discussions and debates.
- Avoid personal attacks or comments that could offend other members.
- Demonstrate effective problem-solving approaches.

Members' Conduct with the Public in Public Meetings

- Be welcoming to speakers and treat them with care and gentleness.
- Be fair and equitable in allocating public hearing time to individual speakers.
- Practice active listening.
- Maintain an open mind.
- Ask for clarification, but avoid debate and argument with the public



Conduct Guidelines continue...

Member's Conduct with the Public Outside of Public Meetings

- Members may represent themselves to the public as a member of a board or commission when performing official business. When not performing official business or otherwise authorized, members should make clear they are not speaking on behalf of the board or commission, or the City.
- The City seal or logo may be used in compliance with the City of San Diego Visual Style Guide when conducting City business as a board or commission after securing (1) the approval by the board or commission at a public meeting to submit a request to the Mayor, and (2) the approval of the Mayor, or designee, of the request from the board or commission



Conduct Guidelines continue...

Member's Conduct with the Public Outside of Public Meetings

- Except for the Commission on Police Practices and Ethics Commission, press releases or other official communications with the media on behalf of the board or commission must be first provided to the Office of Boards and Commissions

Members' Conduct with City Staff

- Treat all City staff as professionals
- Do not disrupt City staff from their jobs

Ethics

- Members of boards and commissions who are required to file economic interest disclosure forms, Statements of Economic Interests



Conduct Guidelines continue...

Attendance

- Members shall attend all open and public meetings of the group unless excused in accordance with applicable bylaws

Implementation

- This Code of Conduct is intended to be self-enforcing and is an expression of the standards of conduct for members expected by the City. It therefore becomes most effective when members are thoroughly familiar with it and embrace its provisions.



Thank you for your time and service to the City of San Diego

