

Guidelines for CPG Ethical Standards

This document describes recommended ethical standards the *Serra Mesa Planning Group's* (SMPG) bylaws should address to be eligible for recognition by the San Diego City Council. These guidelines do not affect in any way the requirements of CP 600-24. The standards are outlined based on the City's Ethics Ordinance: Chapter 2, Article 7, Division 35 of the City's Municipal Code.

1) Conflicts of Interest

SMPG voting members with a potential or perceived conflict of interest should recuse themselves from a SMPG hearing on matter for which they have a direct economic interest. A direct economic interest includes, but is not limited to, investments in or positions with a business entity, interest in real property, source of income, source of gifts, and personal finances.

Exceptions to conflicts of interest may be granted by the SMPG board to a voting member who can show that the decision will not have an effect, positive or negative, on their economic interest.

2) Abstentions for Potential Conflicts of Interest

SMPG voting members should voluntarily choose to abstain from voting when that member has legitimate, non-economic, personal interests in the outcome that would, at minimum, give the appearance of impropriety, cast doubt on that member's ability to make a fair decision, or a where that member lacks sufficient information upon which to cast a vote. The SMPG's record of the vote on the item will reflect an abstaining member in the vote and they are still counted in a SMPG quorum for that item, regardless of the point in time they declare their abstention. Discomfort in publicly disclosing their position on a matter is not sufficient reason to abstain. At the time of the vote, a member shall disclose their reason for abstaining.

3) Political Actions

Neither the SMPG nor voting members in their capacity as such should use their title from or position on a SMPG for political endorsements of individuals. The CPG may, however, upon majority vote, take a position on pending legislation that is within the CPG's purview.

4) Donations

Neither the SMPG nor its voting members should accept donations on behalf of any individual running for public office.

5) Equal Time for Candidates or Ballot Measures

The CPG will endeavor to grant equal time for candidates or ballot measures if docketed on their agenda. Equal time does not apply to individuals speaking during the non-agenda public comment.

6) Professional Conduct

SMPG voting members should treat each other, applicants, city staff, and the public with courtesy and respect at all times. The SMPG voting members should create a welcoming environment by

- Being polite, courteous, and considerate.
- Being respectful and understanding of different viewpoints, cultural background, languages, and experiences.
- Using inclusive language.
- Not making offensive comments regarding age, gender, sexual orientation, disability, physical appearance, body size, race, or religion.
- Focusing on what is best for the community.