

- Member questions or communication between meetings should be directed to Jason Dedrick, who will refer questions to appropriate person.

## Ethical Considerations

- It is assumed that some members may have personal “stakes” in the outcome of the committee’s work, and these need not all be disclosed. Members shall disclose their involvement in properties or projects relevant to the committee’s work to the extent professional confidentiality allows. **Individuals shall not advocate on behalf of a specific project.**
- **Members agree not to attempt to undermine the land needs assessment process.**
- **Members agree not to lobby City Council or the Planning Commission about issues related to the CAC’s work on the land needs assessment over the approximately 10-month period when the CAC is actively meeting.**
- **Members are encouraged not to convene as partisan sub-groups or lobby in advance of whole group discussions. Sharing of information or working on an issue is not considered lobbying.**

## Standards of Participation and Conduct

During committee meetings, members will:

- Commit to productive discussion practices, such as staying on agenda topic and framing comments in such a way that advances the discussion.
- Participate, but share the floor.
- Respect the facilitator’s role.
- Wait to speak in turn.
- Speak with civility, both in tone and content.
- Speak to issues, not individuals (avoid making or taking issues personally).
- Strive for brevity, avoiding restatement or speech-making.
- Value diverse points of view and the right of others to express differing points of view.
- Extend trust relative to the intentions of other members. Avoid making assumptions about the interests and motivations of others.
- Avoid side conversations and distractions during meetings.
- All cell phones and beepers shall be turned off.
- Be courteous and judicious with the use of laptops.