



P&Z BYLAWS, ETHICS, STANDARDS OF CONDUCT, APPOINTMENTS AND REMOVALS

DS-26-066

July 21, 2026

Policies Applicable to P&Z

2

- ❑ Killeen Code of Ordinances
 - ▣ Chapter 21. - Planning and Development
 - ▣ Chapter 2, Article IV. - Boards and Commissions
- ❑ Planning & Zoning Commission Rules and Procedures
 - ▣ Division 6. - Ethics
- ❑ Governing Standards and Expectations
 - ▣ Division 6. - Ethics

Chapter 21. - Planning and Development

Sec. 21-26. - Composition.

There shall be a Planning and Zoning Commission for the City composed of nine (9) members who shall be residents of the City or of the City's extraterritorial jurisdiction and who shall be appointed by the City Council.

Sec. 21-27. - Rules.

The Planning and Zoning Commission may adopt rules or procedures to govern its actions. Such rules shall be consistent with the provisions of this article and shall become effective upon being filed with the City Secretary.

Chapter 2. - Boards and Commissions

4

Sec. 2-118. - Declaration of position vacancy due to excessive absence.

Provides that a Board or Commission member can be removed from office for missing three (3) consecutive meetings or more than twenty-five (25) percent of the meetings in a twelve-month period, unless the absence is excused by the chair.

P&Z Rules and Procedures

5

- The P&Z Rules and Procedures were most recently amended on June 8, 2026.
- Contain general information about the roles and responsibilities of the Commission.
- Do not specifically address ethics or removal of Commissioners, except in the case of excessive absences.

Governing Standards and Expectations

Division 6. – Ethics Policy Statement

It is the desire of the Killeen City Council to promote and encourage the highest standard of conduct for elected City officials, and officials appointed to City Boards and Commissions who represent the citizens of Killeen. The members of the Killeen City Council support the philosophy that elected Officials and appointed Board Members act in a manner that avoids even the appearance of impropriety.

Governing Standards and Expectations

7

Each elected official or appointed Board Member shall, at a minimum, comply with all State laws and City ordinances and policies regarding ethical behavior. Elected and appointed officials shall always act in the public interest rather than in the furtherance of self-interest or those of special interest.

Governing Standards and Expectations

The Killeen City Council recognizes that it cannot by policy define ethical behavior, but it expects each elected or appointed official to act conscientiously in public service, recognizing that the public is best served when elected or appointed officials make decisions and act in a manner that promotes confidence by the citizens of Killeen in the process of City Government.

Governing Standards and Expectations

9

- The Governing Standards further provide that within thirty (30) days of appointment to a Board or Commission each Official shall sign and deliver to the City Secretary:
 1. A copy of the Ethics Policy Agreement;
 2. A copy of the standards of Conduct Agreement; and
 3. A disclosure statement disclosing any real property owned by the Official or a relative within the first degree of consanguinity or affinity within the Killeen City limits or ETJ.

Governing Standards and Expectations

10

- The Governing Standards also include provisions regarding:
 - ▣ Acceptance of Gratuities;
 - ▣ Use of City Facilities, Personnel, Equipment, etc.;
 - ▣ Conduct in Commercial Transactions;
 - ▣ Representing Interests Contrary to Those of the City;
 - ▣ Conflicting Interests in Legal Proceedings;
 - ▣ Disclosure of Personal Financial Interest and Abstention from Voting; and
 - ▣ Communications with Applicants or Petitioners.

Appointments and Removals

- Appointed Board and Commission members serve at the pleasure of the City Council.
- In the absence of state or local law prohibiting or limiting Council authority to remove Planning and Zoning Commissioners, the City Council may remove its appointees at any time and for any reason.