

## Chapter 2.28 - CODE OF ETHICS

### Sections:

#### 2.28.010 - Declaration of policy.

The proper operation of democratic government requires that public officials and employees be independent, impartial and responsible to the people; that government decisions and policy be made in proper channels of the governmental structure; that public office not be used for personal gain; and that the public have confidence in the integrity of its government. In recognition of these goals, there is established a code of ethics for all city officials and employees, whether elected or appointed, paid or unpaid, including members of boards committees and commissions of the city. The purpose of this chapter is to establish guidelines for ethical standards of conduct for all such officials and employees by setting best interests of the city and by directing disclosure by such officials and employees of private financial or other interests in matters affecting the city. The provisions and purpose of this chapter and such rules and regulations as may be established are declared to be in the best interests of the city.

(Prior code § 1.65)

#### 2.28.020 - Responsibility of public office.

Public officials and employees are agents of public purpose and hold office for the benefit of the public. They are bound to uphold the Constitution of the United States and the constitution of this state and carry out impartially the laws of the nation, state and city and to observe in their official acts the highest standards of morality and to discharge faithfully the duties of their office regardless of personal considerations, recognizing that the public interest must be their prime concern. Their conduct in both their official and private affairs should be above reproach so as to foster respect for all government.

(Prior code § 1.66)

#### 2.28.030 - Dedicated service.

- A. All officials and employees of the city shall be loyal to the objectives expressed by the electorate and the programs developed to attain these objectives. Appointive officials and employees shall adhere to the rules of work and performance established as the standard for their positions by the appropriate authority.
- B. Officials and employees shall not exceed their authority or breach the law or ask others to do so and they shall work in full cooperation with other public officials and employees unless prohibited from so doing by law or by official recognized confidentiality of their work.

(Prior code § 1.67)

#### 2.28.040 - Fair and equal treatment.

- A. Use of Public Property. No official or employee shall request or permit the unauthorized use of city-owned vehicles, equipment, materials or property for personal convenience or profit.
- B. Obligations to Citizens. No official or employee shall grant any special consideration, treatment or advantage to any citizen beyond that which is available to every other citizen.

(Prior code § 1.68)

#### 2.28.050 - Conflict of interest.

- A. Financial and Personal Interest Prohibited. No official or employee, whether paid or unpaid, shall engage in any business or transaction, nor shall such official or employee act in regard to financial or other personal interest, direct or indirect, when such actions are incompatible with the proper discharge of his or her official duties or when such actions impair his or her independence of judgment or action in the performance of his or her official duties.
- B. Definitions.
  - 1. "Financial interest" means any interest which shall yield, directly or indirectly, a monetary or other material benefit to the officer or employee or to any person employing or retaining the services of the officer or employee.
  - 2. "Personal Interest" means any interest arising from blood or marital relationships or from business or political associations, whether or not any financial interest is involved.
  - 3. "Person" means any person, corporation, partnership or joint venture.
- C. Specific Conflicts Enumerated.
  - 1. Incompatible Employment. No official or employee shall engage in or accept private employment or render service for private interest when such employment or service is incompatible with the proper discharge of his or her official duties or would tend to impair his or her independence of judgment or action in the performance of his or her official duties, unless otherwise permitted by law and unless disclosure is made as herein provided.
  - 2. Disclosure of Confidential Information. No official or employee shall disclose confidential information concerning the property, government or affairs of the city nor shall he or she use such information to advance the financial or other private interest of himself or herself or other.
  - 3. Representing Private Interests Before City Agencies or Courts. No officer or employee shall appear on behalf of any private person, other than himself or herself, his or her spouse or minor children, before any city agency or municipal court. However, a member of the council

may appear before city agencies on behalf of his or her constituents in the course of his or her duties as a representative of the electorate or in the performance of public or civic obligations.

(Prior code § 1.69)

#### 2.28.060 - Disclosure of interest in legislation.

- A. Any member of the city council who has a financial or personal interest in any proposed legislation before the council shall disclose on the records of the council the nature and extent of such interest.
- B. Any other official or employee who has a financial or personal interest in any proposed legislative action of the council and who participates in discussion with or gives an official opinion or recommendation to the council shall disclose on the records of the council the nature and extent of such interest.

(Prior code § 1.70)

#### 2.28.070 - Penalty and sanctions.

Violation of any provision of this chapter may constitute a cause for suspension, removal from office or employment or censure and may also be punishable under the provisions of Chapter 1.20 of this municipal code.

(Prior code § 1.72)