

**ORDINANCE NO. 4126**

**AN ORDINANCE OF THE CITY COUNCIL OF CLINTON, MISSOURI TO AUTHORIZE THE INCLUSION OF CODE OF ETHICS STANDARDS INTO THE CITY OF CLINTON PERSONNEL MANUAL.**

**WHEREAS**, the City of Clinton Personnel Manual was adopted by Ordinance No. 4072 on September 21, 2021; and

**WHEREAS**, the City of Clinton desires to make revisions to said Personnel Manual;

**NOW, THEREFORE, BE IT HEREBY ORDAINED BY THE CITY COUNCIL OF CLINTON, MISSOURI AS FOLLOWS:**

**Section 1.** The City of Clinton Personnel Manual is revised by incorporating the following into Section 1 – General Provisions:

**Code of Ethics**

The City of Clinton maintains this written code or standards of conduct that shall govern the performance of its officers, employees, board members, or agents engaged in the award and administration of contracts supported by Federal or State assistance.

This code provides that the City of Clinton’s officers, employees, board members, or agents may neither solicit nor accept gratuities, favors, or anything of monetary value from any present or potential contractor or sub-recipient. The City of Clinton’s officers, employees, board members, or agents may accept gifts where the financial interest is not substantial, and the gift is an unsolicited item of nominal intrinsic value. Items with a value of over \$50 will not be accepted under any circumstances.

This Code of Ethics prohibits the City of Clinton’s officers, employees, board members, or agents from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest or personal gain. As permitted by State or local law or regulations, violation of this code by a City of Clinton officer, employee, board member or agent, or by subcontractors or sub-recipients or their agents shall result in penalties, sanctions, or other disciplinary actions, up to and including discharge.

1. **Personal Conflict of Interest.** This Code of Ethics prohibits the City of Clinton’s employees, officers, board members, or agents from participating in the selection, award, or administration of a contract supported by Federal or State funds if a real or apparent conflict of interest would be involved. Such a conflict would arise when any of the parties set forth below has a financial or other interest in the firm or entity selected for award:
  - a. The employee, officer, board member, or agent;
  - b. Any member of his or her immediate family;
  - c. His or her partner; or
  - d. An organization that employs, or is about to employ, any of the above.
2. **Organizational Conflict of Interest.** The City of Clinton has adopted the procedure shown below for identifying and preventing real and apparent organizational conflicts of interest. An organizational conflict of interest exists when the nature of the work to be performed under a proposed third party contract may, without some restrictions on future activities, result in an unfair competitive advantage to the third party contractor or impair its objectivity in performing the contract work.
3. **Identification and Prevention.** Upon acceptance of a position with the City of Clinton as an employee, officer, board member or agent, it is the responsibility of the individual to immediately disclose any

potential, real or apparent conflicts of interest. It is the policy of the City of Clinton that all employees, officers, board members, or agents, during the course of their affiliation with the City of Clinton, take steps to avoid the appearance of a conflict of interest and report any potential conflict immediately to the Executive Director for appropriate action. It is the responsibility of all associated with the City of Clinton to report any activity that is suspected to be in violation of the basic principles of this Code of Ethics.

**Section 2.** This ordinance shall be effective immediately upon its passage and approval as provided by law.

**Section 3.** Any ordinance or parts of ordinances in conflict herewith are hereby repealed in their entirety.

Read the first time this 1<sup>st</sup> day of August, 2023.

Read a second time and passed this 15<sup>th</sup> day of August, 2023.



Carla Moberly, Presiding Officer

ATTEST:

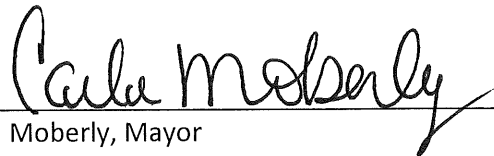
Ayes 7: Gene Henry, Cameron Jackson, Austin Jones, Shelley Nelson, Martha Nichols, Debbie Smith, Daniel Wilson

Nays: 0

Absent 1: Roger House



Wendee Seaton, City Clerk



Carla Moberly, Mayor

