

## TITLE 1 CHAPTER 8

### CODE OF ETHICS

#### SECTION:

- 1-8-1:Declaration of Policy
- 1-8-2:Definitions
- 1-8-3:Fair and Equal Treatment
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1-8-1:           **DECLARATION OF POLICY:** The public judges its government by the way public officials and employees conduct themselves in the posts to which they are elected or appointed.

The people have a right to expect that every public official and employee will conduct himself/herself in a manner that will tend to preserve public confidence in and respect for the government he/she represents.

Such confidence and respect can best be promoted if every public official and employee, whether paid or unpaid, and whether elected or appointed, will uniformly; (a) treat all citizens with courtesy, impartiality, fairness and equality under the law; and (b) avoid both actual and potential conflicts between their private and self-interest and the public interest.

To help public officials and employees achieve these goals is the objective of this Code of Ethics. The provisions of this Code of Ethics shall supplement and be in addition to all other provisions of Idaho Law governing the ethics and conduct of public officials and employees.

1-8-2:           **DEFINITIONS:** The terms used in this Code are hereby defined as follows:

#### **OFFICIAL or EMPLOYEE:**

Any person elected or appointed to, or retained by, any public office or public body of the City whether part time or full time.

#### **PUBLIC BODY:**

Any agency, board, body, commission, committee, department or office of the City.

#### **FINANCIAL INTEREST:**

Any interest which shall yield, directly or indirectly, a monetary or other material benefit (other than the duly authorized salary or compensation for his/her services to the City) to the official or employee or to any person employing or retaining the services of the official or employee.

**PERSONAL INTEREST:**

Any interest arising from blood or marriage relationships or from close business or political association whether or not any financial interest is involved.

**1-8-3: FAIR AND EQUAL TREATMENT:**

(A) Impartiality: No official or employee shall grant or make available to any person any consideration, treatment, advantage or favor beyond that which it is the general practice to grant or make available to the public at large.

(B) Use of Public Property: No official or employee shall request, use or permit the use of any publicly-owned or publicly supported property, vehicle, equipment, labor or service for the personal convenience or the private advantage of himself or another person. This rule shall not be deemed to prohibit an official or employee from requesting, using or permitting the use of such publicly-owned or publicly-supplied property, vehicle, equipment, material, labor or service which it is the general practice to make available to the public at large or which are provided as a matter to stated public policy for the use of officials and employees in the conduct of official business.

**1-8-4: CONFLICT OF INTEREST:**

(A) Financial or Personal Interest: No official or employee, either on his/her own behalf or any other person, shall have any financial or personal interest in any business or transaction with any public body unless he/she shall first make full public disclosure of the nature and extent of such interest.

(B) Disclosure and Disqualification: Whenever the performance of his/her official duties shall require any official or employee to deliberate and vote on any matter involving his/her financial or personal interest, he/she shall publicly disclose the nature and extent of such interest and disqualify himself/herself from participating in the deliberation as well as in the voting.

(C) Incompatible Employment: No official or employee shall engage in private employment with, or render services for, any person who has business transactions with any public body unless he/she shall first make full public disclosure of the nature and extent of such employment or services.

(D) Representation of Private Persons: No official or employee shall appear on behalf of any private person, other than himself/herself, before any public body in the City.

(E) Gifts and Favors: No official or employee shall accept any gift, whether in the form of money, thing, favor, loan or promise, that would not be offered or given to such official employee if he/she were not an official or employee.

Confidential Information: No official or employee shall, without prior formal authorization of the public body having jurisdiction, disclose any confidential information concerning any other official or employee, or any other person, or any property or governmental affairs of the City.

Whether or not it shall involve disclosure, no official or employee shall use or permit the use of any such confidential information to advance the financial or personal interest of himself/herself or any other person.

(G) Nepotism: No elected official shall appoint or vote for appointment of any person related to him by blood or marriage to any clerkship, office, position, employment or duty, when the salary, wages, pay or compensation is to be paid out of public funds.

1-8-5: ENFORCEMENT: In the event that the City Council makes a determination that the conduct of any official or employee was improper under this Chapter, the governing body, based upon the written findings, conclusions and determination of the City Council, may institute appropriate action for censure, suspension or removal from office of said official or employee.