

Ordinance No. _____

**AN ORDINANCE ESTABLISHING ETHICAL GUIDELINES FOR
CITY OFFICIALS AND EMPLOYEES**

Section 1. The City of Charlotte Ordains:

ARTICLE VI. ETHICS

Section 2-250. Definitions

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

City. The City of Charlotte.

Employee. An individual employed by the City, whether part-time or full-time, but excluding City contractors and officials as defined in this article.

Officials. The elected officers of the City, the members of the appointed boards and commissions of the City, the administrative officers and department directors described in section 2-51 of this chapter and the deputies of administrative officers and department directors.

Relative. A person related to an official within the third degree of consanguinity or affinity.

Section 2-251. Principles of Ethical Conduct

To ensure that every citizen can have complete confidence in the integrity of City government, each official shall respect and adhere to the following principles of ethical service:

- (A) Public service is a public trust requiring officials and employees to place loyalty to laws, ordinances, rules and policies above private gain.
- (B) Officials and employees shall not hold financial interests that conflict with the conscientious performance of duty.
- (C) Officials and employees shall not engage in financial transactions using nonpublic City information or allow the improper use of such information to further any private interest.

- (D) Officials and employees shall not, except pursuant to such reasonable exceptions as are provided by policy promulgated by the City Council, solicit or accept any gift or other item of monetary value from any person or entity seeking official action from, doing business with, or conducting activities regulated by the City, or whose interest may be substantially affected by the performance or nonperformance of the official's duties.
- (E) Officials and employees shall put forth honest effort in the performance of their duties.
- (F) Officials and employees shall make no unauthorized commitments or promises of any kind purporting to bind the government.
- (G) Officials and employees shall not use public office for private gain for themselves or their relatives.
- (H) Officials and employees shall act impartially and not give preferential treatment to any private organization or individual.
- (I) Officials and employees shall protect and conserve City property and shall not use it for other than authorized activities.
- (J) Officials and employees shall not engage in outside employment or activities, including seeking or negotiating employment, that conflict with official City duties and responsibilities.
- (K) Officials and employees shall disclose waste, fraud, abuse and corruption to appropriate authorities.
- (L) Officials and employees shall adhere to all laws and regulations that provide equal opportunity for all regardless of race, color, religion, sex, national origin, age or disability.
- (M) Officials and employees shall endeavor to avoid any actions creating the appearance that they are violating the law or the ethical standards promulgated pursuant to this article.

Section 2-252. Implementation

The City Council shall implement the principles of ethical conduct contained in section 2-251 by promulgating policies defining terms, establishing rules and regulations and providing sanctions or penalties for violations. The City Council shall have the authority to repeal, replace or amend such policies from time to time as circumstances warrant.

Section 2. This ordinance shall become effective 20 days after its adoption.