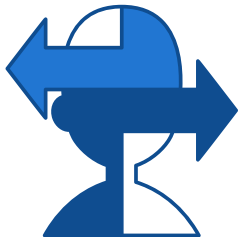


Intro to Board Regulation No. 5 Conflicts of Interest



The Board of Ethics recently issued a **new regulation on Conflicts of Interest** for City officers and employees. Regulation No. 5 codifies existing Board interpretations and clarifies the disclosure process. It also references key sections of the State Ethics Act that apply to some City officers and employees.

What is a conflict of interest?

When a City officer or employee can take **official action** that would affect a **financial interest** of 1) themselves; 2) a family member; or 3) a for-profit business of which they are a member

Official Action

Non-ministerial acts or omissions while

- performing City duties, or
- using a City title or resources

Official actions include not only final actions but also discussion, deliberation, and other steps preceding a final action.

Financial Interest

Any interest involving

- money or its equivalent **OR**
- any right, power, or privilege with economic value, including property or investments.

Managing conflicts of interest

Disqualify

A City officer or employee with a conflict of interest cannot take official action that would impact their financial interest. The scope of disqualification depends on the type of financial interest. Prohibited actions must be reassigned by a superior.

Disclose

Formal disclosure in writing or in the legislative record is required. The specific method and timing depends upon who has the conflict, whether legislation is involved, and when the conflict is identified.

Past official action: City officers and employees cannot have a financial interest in a past official action during City service or for one year after their City service ends

Visit ethics.pub/Reg5 for details

