

## City of Bell Ethics Requirements for Council Members

### City Employee Code of Ethics:

The Code of Ethics requires all City employees to:<sup>1</sup>

- make unbiased decisions
- use their authority fairly
- refrain from using City of Bell resources or their position for personal gain
- be mindful of how their actions may be perceived by others.

### Conflicts of interest:

Members of the City Council are encouraged to:

- minimize extra-meeting contacts with people or groups who will be the subject of a public hearing before the council and prohibited from expressing viewpoints at any such meeting.<sup>2 3</sup>

Members are required to:

- disclose any extra-meeting contacts.<sup>4</sup>
- identify their financial interests publicly
- leave the room during deliberations and voting on any matter in which they have a financial interest, though they may speak during the public comment period as an interested citizen.<sup>5</sup>

Members are prohibited from:

- influencing decisions where they have an organizational/personal relationship or financial interest unless legally required (does not include breaking a tie vote).<sup>6 7</sup>
- having a financial interest in a contract made in their official capacity.<sup>8</sup>
- representing a third-party before the Council.<sup>9</sup>

### Nepotism:

Members are prohibited from:

- appointing anyone to a full-time salaried position who is a relative of any council member, by blood or marriage.<sup>10</sup>

### Disclosures:

Members are required to:

- disclose investments, interests in real estate, and sources of income whenever they declare their candidacy for the office in question, assume office, or leave office, and on April 1 of every year while in office.<sup>11 12 13 14</sup>

### Gifts:

Members are prohibited from:

- taking advantage of services or opportunities not available to the general public.
- accepting gifts that might compromise or appear to compromise their judgment.<sup>15</sup>
- accepting gifts from any single source during any calendar year that total more than \$460 in value.<sup>16</sup>

The following categories may exceed \$460 in value:

- Reimbursements for travel
- Wedding gifts and gifts exchanged for birthdays, holidays and similar occasions, provided that the gifts exchanged are not substantially disproportionate in value.<sup>17</sup>

Valuation of gifts is generally determined by the fair market value of the gift at the time the gift was received.<sup>18</sup>

### Post-Government Employment:

Members are prohibited from:

- representing any third-party before the council for the purpose of influencing administrative or legislative action, unless the third-party is another government agency for one year after leaving office.<sup>19</sup>
- influencing a governmental decision directly relating to any prospective employer with whom the council member is negotiating or has arranged prospective employment.<sup>20</sup>

<sup>1</sup> City of Bell Employee Code of Ethics.

<sup>2</sup> City of Bell Manual of Procedural Guidelines For the Conduct of City Council and Constituent Body/Commission meetings 8.4(a).

<sup>3</sup> Manual of Procedural Guidelines 8.4(b).

<sup>4</sup> Manual of Procedural Guidelines 8.4(c).

<sup>5</sup> Cal. Gov. Code Section 87105.

<sup>6</sup> Manual of Procedural Guidelines 9.7.

<sup>7</sup> Cal. Gov. Code Section 87100.

<sup>8</sup> Manual of Procedural Guidelines 9.8.

<sup>9</sup> City of Bell Personal Code of Conduct for Members of the City Council 14.

<sup>10</sup> City of Bell Charter Section 710.

<sup>11</sup> Cal. Gov. Code Section 87201.

<sup>12</sup> Cal. Gov. Code Section 87202.

<sup>13</sup> Cal. Gov. Code Section 87204.

<sup>14</sup> Cal. Gov. Code Section 87203.

<sup>15</sup> Code of Conduct 11.

<sup>16</sup> This amount is adjusted annually, current amount set by California Regulatory Code 18940.2.

<sup>17</sup> Cal. Gov. Code Section 89503.

<sup>18</sup> California Regulatory Code Section 18946.3.

<sup>19</sup> Cal. Gov. Code Section 87406.3.

<sup>20</sup> California Regulatory Code Section 18747.