



compensation where there is any connection between the solicitation and the individual's status as a City official or City employee, or in which it could reasonably be interpreted by the public as being a gift, rebate, favor, discount, money, present, fee, or any promise of future rewards or compensation capable of influencing the individual's discretion or judgment in the discharge of the individual's duties for the City.

(4) Officials and employees shall not accept any gift of money in any amount, or any gift, rebate, favor, discount, or present of such value or under such circumstances as to suggest to reasonable persons it constitutes a "kickback" or "quid pro quo" for favorable treatment. "Gift of money" includes benefits conferred through financial or banking arrangements if the terms thereof are not usual and customary, e.g., loans made at a lower interest rate or with more favorable repayment terms.

(5) Officials and employees are allowed to accept gifts, rebates, discounts, favors or presents which are not made in exchange for the individual's exercise of their discretion and judgment.

(6) Any gift, rebate, favor, discount, money, present, fee, or any promise of future rewards or compensation capable of influencing the individual's discretion or judgment in the discharge of the individual's duties for the City which exceeds, or might reasonably be deemed to exceed, one hundred dollars (\$100.00) in value must be reported in writing to the City Recorder within ten (10) days of acceptance. If the gift is made as part of a collection for a benevolent purpose authorized by the City Manager such as a serious illness in the employee's family, such reporting is not required.

(7) This ethical standard shall not apply to legitimate campaign contributions, which are properly reported in accordance with applicable election laws, when the official or employee is a candidate for public office.

(8) Officials and employees of the City shall disclose personal interests that impact or appear to impact their discretion in addition to making all disclosures required by State conflict of interest laws, including T.C.A. § 6-54-107 and T.C.A. § 12-4-101.

(9) Officials on City entities or boards that have final authority over substantive matters within their jurisdictions who are paid a salary or fee for their service, and any persons being considered for appointment to such a position, shall disclose such personal interests by using a form based on the "Statement of Disclosure of Interests Form for State and Local Office Holders, Candidates and Appointees to Such Positions, Non-General Assembly Members, etc." used by the Tennessee Ethics Commission. At this time these entities and boards are: City Council, City Board of Education, Power Board, Water and Sewer Board, Planning Commission, and Board of Zoning Appeals. The "Statement of Disclosure of Interest" form shall be modified so as not to require disclosure of any financial interest, which is less than \$10,000 in value.

(10) These "Statement of Disclosure of Interests" forms shall be filed annually, by January 31st of each year, with the City Recorder. It is the responsibility of each office holder to file an amended and updated form during the course of the year if there have been substantial changes to the information. Any person being considered for an appointment to a board or commission who would be required to complete the "Statement of Disclosure of Interests" form if appointed shall complete and submit such form for review by the City Council prior to the appointment being made.

(11) Officials are required to publicly disclose any "personal interest" in a matter before any vote on that matter and to request that such disclosure appear in the minutes.

(12) Employees are required to make written disclosure of any personal interest in a matter before exercising discretion relative to that matter to their immediate supervisor and to the City Manager.

(13) For officials and employees who are not required to file the "Statement of Disclosure of Interests" form, a "personal interest" requiring disclosure shall be any financial, ownership or employment interest held by that individual officer or employee, or that officer or employee's spouse, or child or stepchild, who is under the age of eighteen (18) years, which interest affects, or which would lead reasonable persons to believe it affects, the exercise of discretion by the official or employee that is not otherwise regulated by state statutes on conflicts of interest. A financial, ownership or employment interest which benefits or which may benefit the officer or employee, or their family member, by one thousand dollars (\$1000.00) a year or more is a "personal interest" requiring disclosure under these standards. These ethical standards shall not prohibit secondary employment ("moonlighting") by employees if said employment has been disclosed in accordance with these standards and approved to the extent required.

(e) This Section 3012 shall not apply to legitimate campaign contributions which are properly reported in accordance with the State of Tennessee election laws, when the city employee, City Council member, or board member is a candidate for public office.

[9-28-95, 10-23-08]