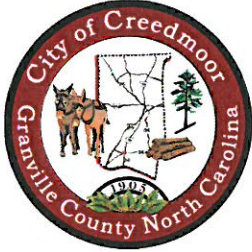


2018-R-15



CITY OF CREEDMOOR

P.O. Box 765
111 MASONIC STREET
CREEDMOOR, NC 27522
WWW.CITYOFCREEDMOOR.ORG
(919) 528-3332

MAYOR
ROBERT V. WHEELER

CITY MANAGER
MICHAEL P. BONFIELD

COMMISSIONERS
ERNIE ANDERSON
NEENA NOWELL
DEL MIMS
HERMAN B. WILKERSON
ARCHER WILKINS

RESOLUTION 2018-R-15

A RESOLUTION TO ADOPT A WRITTEN CONFLICT OF INTEREST POLICY TO COMPLY WITH FEDERAL LAW AND UNIFORM GUIDANCE REQUIREMENTS

WHEREAS, the Uniform Guidance (2 C.F.R. Part 200) requires all federal grant recipients to have a written conflict of interest policy that conforms to applicable federal law and Uniform Guidance requirements (2 C.F.R. § 200.318(a).

NOW THEREFORE, be it resolved by the Board of Commissioners of the City of Creedmoor, North Carolina, that the attached City of Creedmoor Conflict of Interest Policy is hereby adopted and shall take effect immediately.

Adopted this 4th day of September, 2018.

Robert V. Wheeler, Mayor

Attest:

Kathleen J. McCorkle, City Clerk

I. Purpose

The purpose of this policy is to establish conflicts of interest guidelines that meet or exceed the requirements under state law and local policy when procuring goods (apparatus, supplies, materials, and equipment), services, and construction or repair projects paid for in part or whole by federal funds and required under 2 C.F.R. § 200.318(c)(1).

II. Policy

This policy applies when procuring goods (apparatus, supplies, materials, and equipment), services, and construction or repair projects funded in part or whole with federal financial assistance (direct or reimbursed). This policy also applies to any subrecipient of the funds.

The employee responsible for managing the federal financial assistance award shall review the notice of award to identify any additional conflicts of interest prohibitions or requirements associated with the award, and shall notify all employees, officers, and agents, including subrecipients, of the requirements of this policy and any additional prohibitions or requirements.

A. Conflicts of Interest. In addition to the prohibition against self-benefiting from a public contract under G.S. 14-234, no officer, employee, or agent of the City of Creedmoor may participate directly or indirectly in the selection, award, or administration of a contract supported by a federal award if he or she has a real or apparent conflict of interest. A real or apparent conflict exists when any of the following parties has a financial or other interest in or receives a tangible personal benefit from a firm considered for award of a contract:

1. the employee, officer, or agent involved in the selection, award, or administration of a contract;
2. any member of his or her immediate family;
3. his or her partner; or
4. an organization which employs or is about to employ any of these parties.

Any officer, employee, or agent with an actual, apparent, or potential conflict of interest as defined in this policy shall report the conflict to his or her immediate supervisor. Any such conflict shall be disclosed in writing to the federal award agency or pass-through entity in accordance with applicable Federal awarding agency policy.

B. Gifts. In addition to the prohibition against accepting gifts and favors from vendors and contractors under G.S. 133-32, officers, employees, and agents of the City of Creedmoor are prohibited from accepting or soliciting gifts, gratuities, favors, or anything of monetary value from contractors, suppliers, or parties to subcontracts. Items of nominal value valued at less than \$50 which fall into one of the following categories may be accepted:

1. promotional items;
2. honorariums for participation in meetings; or
3. meals furnished at banquets.

Any officer, employee or agent who knowingly accepts an item of nominal value allowed under this policy shall report the item to his or her immediate supervisor.

III. Violation

Employees violating this policy will be subject to discipline up to and including termination. Contractors violating this policy will result in termination of the contract and may not be eligible for future contract awards.