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CODE OF CONDUCT

PURPOSE

The purpose of this Code of Conduct for the City of Hiawatha, is to ensure the efficient, fair, and professional administration of federal grant funds in compliance with 2 CFR Part 200.318 and other applicable federal and state standards, regulations, and laws.

APPLICATION

This Code of Conduct applies to all officers, employees, or agents of the City of Hiawatha engaged in the award or administration of contracts supported by federal grant funds.

REQUIREMENTS

No officer, employee, or agent of City of Hiawatha shall participate in the selection, award, or administration of a contract supported by federal grant funds, if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when:

a. The employee, officer, or agent;
b. Any member of his/her immediate family;
c. His/her partner; or
d. An organization which employs, or is about to employ any of the above; has a financial or other interest in the firm selected for award.

City of Hiawatha officers, employees, or agents shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or subcontractors.

FRAUD, WASTE AND ABUSE

City of Hiawatha has zero tolerance for the commission or concealment of acts of fraud, waste, or abuse. All officers, employees, or agents shall notify the City of Hiawatha of suspected actions. Allegations of such acts will be investigated and pursued to their logical conclusion, including legal action where warranted. Concerns may be reported to the Hiawatha City Clerk, 101 Emmons Street, Hiawatha, IA 52233 or 319-393-1515.

REMEDIES

To the extent permitted by federal, state, or local laws or regulations, violation of these standards may cause penalties, sanctions, or other disciplinary actions to be taken against City of Hiawatha officers, employees, or agents, or the contractors, potential contractors, subcontractors, or their agents.

Passed and adopted this 5th day of September, 2018.

_____
(signature)
Bill Bennett, Mayor

ATTEST:

_____
(signature)
Kim Downs, City Administrator

DRAFT

RESOLUTION NO. 18-
City Council

RESOLUTION APPROVING CODE OF CONDUCT IN CONNECTION WITH THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) HOUSING REHABILITATION PROGRAM

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HIAWATHA, IOWA, to approve a Code of Conduct in connection with the Community Development Block Grant (CDBG) Housing Rehabilitation Program as shown in the attached "Exhibit A."

AYES:
NAYS:
ABSENT:

PASSED AND APPROVED this 5th day of September, 2018.

_____
Bill Bennett, Mayor

ATTEST:

_____
Kelly Kornegor, City Clerk