

OAKLEY CITY, UTAH
RESOLUTION NO. 2025-01
A RESOLUTION ESTABLISHING POLICIES FOR DISCLOSURE OF CONFLICTS OF
INTEREST AND COMPLIANCE WITH UTAH CODE SECTION 10-3-1303

WHEREAS, Oakley City is a municipality organized and existing under the laws of the State of Utah; and

WHEREAS, the Oakley City Council recognizes the importance of transparency, accountability, and public trust in municipal governance; and

WHEREAS, Utah Code Section 10-3-1303 mandates that officers and employees of a municipality disclose conflicts of interest and refrain from participation in decisions where such conflicts exist; and

WHEREAS, it is in the best interest of Oakley City and its residents to formally adopt policies ensuring adherence to state conflict of interest laws.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF OAKLEY, UTAH:

Section 1. Purpose.

The purpose of this Resolution is to establish a formal policy for the disclosure and management of conflicts of interest among Oakley City officers, employees, and officials to uphold integrity in public service.

Section 2. Definitions.

- A. **Conflict of Interest:** A situation in which a municipal officer, employee, or appointed official has a personal, financial, or other material interest in a municipal decision, contract, or transaction that could affect their impartiality or decision-making.
- B. **Relative:** A parent, grandparent, child, grandchild, sibling, or spouse, including stepchildren, spouses of children, and domestic partners.
- C. **Material Interest:** A direct or indirect financial or personal interest in a transaction, contract, or municipal decision that exceeds a nominal value and could reasonably be expected to influence an individual's official actions or judgment. This includes, but is not limited to, ownership of a business entity involved in municipal dealings, significant investments, employment relationships, or any financial gain resulting from municipal actions for the Officer, Municipal Employee, and or Relative of Municipal Officer or Employee.

Section 3. Conflict of Interest Disclosure.

- A. Pursuant to Utah Code Section 10-3-1303, any officer, employee, or appointed official of Oakley City who has a personal, financial, or other material interest in any municipal decision, contract, or transaction shall disclose such interest in writing to the City Recorder.
- B. Such disclosure shall be recorded in the official minutes of the City Council meeting if the matter is presented for Council action.
- C. The individual with the conflict shall abstain from discussion and voting on any matter where a conflict exists.
- D. Any officer or employee of Oakley City may submit a potential conflict of interest to the City Attorney for review and guidance on compliance with this Resolution.

Section 4. Prohibited Conduct.

- A. No officer, employee, or appointed official shall use their position for personal gain or for the benefit of a relative or business associate.
- B. No person subject to this Resolution shall accept any gift, compensation, or favor that could influence or appear to influence their decision-making in an official capacity.
- C. Violations of this policy may result in disciplinary action, including censure, termination, or legal consequences as provided under Utah law.

Section 5. Compliance and Enforcement.

- A. In addition to any other disclosure obligation described in this Resolution, an elected officer shall, no sooner than January 1 and no later than January 31 of each year during which the elected officer holds the office of Mayor, Councilmember or other publicly elected shall:
 - i. Prepare a written conflict of interest disclosure statement that contains a response to each item described in Utah Code Section 20A-11-1604(6) and
 - ii. Submit the written disclosure statement to the City Recorder
- B. Upon receipt of the written disclosure statement described in Subsection (A) by the City Recorder, the Recorder will post a digital copy of the disclosure statement on the Oakley City website and provide the website link to the Lieutenant Governor's office.
- C. Any suspected violation of this Resolution shall be reviewed by the City Attorney, who shall provide guidance on appropriate corrective action.

Section 6. Effective Date.


This Resolution shall take effect immediately upon passage by the Oakley City Council.

PASSED AND ADOPTED this 23 of April, 2025 by the City Council of Oakley, Utah.

ATTEST:


Amy Rydalch
Oakley City Recorder

APPROVED:


Zane K. Woolstenhulme
Mayor, Oakley City

VOTE:

	AYE	NAY	ABSENT
Councilmember Frazier	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councilmember Kimber	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councilmember Neff	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Councilmember Smart	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councilmember Wilmoth	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Attestation:

I, Amy Rydalch, the duly appointed and acting City Recorder of Oakley City, Utah, certify that the foregoing Resolution was duly passed and adopted at a public meeting held on April 23, 2025.


Amy Rydalch, City Recorder