



## CITY COUNCIL MEMORANDUM

**FROM:** The Office of the City Manager   **DATE:** April 13, 2026

**SUBJECT:** Consider Ordinance No. 3954, amending Chapter 2, Article II, of the Code of Ordinances of the City of North Richland Hills adding Division 4. Code of Ethics.

**PRESENTER:** Ad-Hoc Council Committee

### **GENERAL DESCRIPTION:**

The City Council appointed an Ad-Hoc Committee to review and propose guidelines for ethical conduct by city officials. The committee is comprised of Council members Delaney, Roberts and Mitchell.

The committee presented its findings during work session on February 23, 2026, and April 13, 2026. The proposed ordinance amends Chapter 2, Article II of the City's Code of Ordinances by adding Division 4: Code of Ethics, establishing comprehensive standards for elected and appointed officials.

### **Purpose**

The ordinance is intended to:

- Promote integrity, impartiality, and transparency in municipal governance.
- Provide clear ethical standards for City Council members and appointed board/commission members.
- Serve as both a guide for conduct and a basis for discipline when violations occur.

### **Summary of Key Provisions**

- **Applicability:** Covers City Council and appointed board/commission members; excludes city employees who already follow ethical standards outlined in the City's Personnel Policies and the City Charter.
- **Standards of Conduct:** Prohibits conflicts of interest, misuse of position, acceptance of improper gifts, disclosure of confidential information, and use of city resources for personal or political purposes.
- **Additional Rules:** Includes voting restrictions on nonprofit funding and land use matters, disclosure requirements, and limitations on political activity.
- **Council Code of Conduct:** Establishes house rules emphasizing respect, transparency, and confidentiality.
- **Complaint Process:** Provides detailed procedures for filing, investigating, and resolving ethics complaints, including penalties for false complaints.



- Enforcement: Allows for letters of notification, admonition, reprimand, censure, removal from office, and fines up to \$500.
- Acknowledgement & Training: Requires officials to acknowledge receipt of the code and mandates annual ethics training.

**RECOMMENDATION:**

Approve Ordinance No. 3954.