



June 26, 2026

To: Mayor Michael Topliff
City Council Members

From: Kellie Mayers, City Clerk

Re: Financial Disclosure Provisions

Executive Summary

Ordinance 4823 which repealed sections 2-499 through 2-501 of the Municipal Code relating to financial disclosure requirements passed at the June 15, 2026, council meeting. State law requires the city to adopt a separate resolution on a biennial basis to establish local disclosure procedures under Section 105.485 RSMo. This resolution affirms that the city will maintain consistency with state law and clarifies that enforcement authority rests with the Missouri Ethics Commission.

Discussion

Missouri Law requires certain city officials and employees to file financial disclosure statements and allows political subdivisions to establish local procedures through biennial resolution.

As stated in discussions surrounding ordinance 4823, this resolution is presented to council in compliance with Section 105.485 RSMo as the final compliance piece regarding financial disclosure provisions.

Fiscal Impact

No fiscal impact.

A RESOLUTION OF THE CITY OF WEST PLAINS, MISSOURI AFFIRMING ITS METHOD OF DISCLOSING POTENTIAL CONFLICTS OF INTEREST AND SUBSTANTIAL INTERESTS.

WHEREAS, Section 105.485 R.S.Mo. states, “Each official, officer or employee or candidate of any political subdivision described in subdivision (11) of section 105.483 shall be required to file a financial interest statement as required by subsection 2 of this section, unless the political subdivision biennially adopts an ordinance, order or resolution at an open meeting by September fifteenth of the preceding year, which establishes and makes public its own method of disclosing potential conflicts of interest and substantial interests and therefore excludes the political subdivision or district and its officers and employees from the requirements of subsection 2 of this section. A certified copy of the ordinance, order or resolution shall be sent to the commission within ten days of its adoption. The commission shall assist any political subdivision in developing forms to complete the requirements of this subsection...”;

WHEREAS, the City Council now desires to, on a biennial basis, restate and affirm its method of disclosure to satisfy the requirements of Section 105.485 RSMo.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST PLAINS AS FOLLOWS:

Section 1:

The City Council hereby adopts the following provisions as the City’s method of disclosing potential conflicts of interest and substantial interests in order to satisfy the requirements of Section 105.485 R.S.Mo.

DECLARATION OF POLICY:

The proper operation of government requires that public officials and employees of public entities be independent, impartial and responsible to the people; that government decisions and policy be made in the proper channels of the governmental structure; that public office not be used for personal gain; and that the public have confidence in the integrity of government. In recognition of these goals, there is hereby established this policy and a procedure for disclosure by certain officials and employees of private financial or other interests in matters affecting the City.

CONFLICTS OF INTEREST AND REPORTS:

- (a) All elected and appointed officials as well as employees of the City shall comply with Section 105.454 R.S.Mo. regarding conflicts of interest as well as comply with any other state law governing official conduct.
- (b) Each official, officer or employee or candidate of any political subdivision described in subdivision (11) of section 105.483 shall be required to file a financial interest statement disclosing the following described transactions, if any such transactions

were engaged in during the calendar year:

(i) For such person, and all persons within the first degree of consanguinity or affinity of such person, the date and the identities of the parties to each transaction with a total value in excess of five hundred dollars, if any, that such person had with the political subdivision, other than compensation received as an employee or payment of any tax, fee or penalty due to the political subdivision, and other than transfers for no consideration to the political subdivision; and

(ii) The date and the identities of the parties to each transaction known to the person with a total value in excess of five hundred dollars, if any, that any business entity in which such person had a substantial interest, had with the political subdivision, other than payment of any tax, fee or penalty due to the political subdivision or transactions involving payment for providing utility service to the political subdivision, and other than transfers for no consideration to the political subdivision.

(c) The City Administrator and chief purchasing officer of the City shall also disclose in writing the following information:

(i) The name and address of each of the employers of such person from whom income of one thousand dollars or more was received during the year covered by the statement;

(ii) The name and address of each sole proprietorship which he or she owned; the name, address and the general nature of the business conducted of each general partnership and joint venture in which he or she was a partner or participant; the name and address of each partner or coparticipant for each partnership or joint venture unless such names and addresses are filed by the partnership or joint venture with the secretary of state; the name, address and general nature of the business conducted of any closely held corporation or limited partnership in which the person owned ten percent or more of any class of the outstanding stock or limited partners' units; and the name of any publicly traded corporation or limited partnership which is listed on a regulated stock exchange or automated quotation system in which the person owned two percent or more of any class of outstanding stock, limited partnership units or other equity interests; and

(iii) The name and address of each corporation for which such person served in the capacity of a director, officer or receiver;

(d) Filing of Reports.

1. The financial interest statements required by this Ordinance shall be filed at such times as described in Section 105.487 RSMo.
2. The financial interest statements shall be filed with the City Clerk and the Missouri Ethics Commission. The reports shall be available for public inspection and copying during normal business hours.

SECTION 2:

A certified copy of this Resolution, which shall be adopted prior to September 15, shall be sent within ten days of its adoption to the Office of the Missouri Ethics Commission.

SECTION 3:

This Resolution shall be in full force and effect from and after the date of its passage by the City Council.

PASSED AND APPROVED THIS ____ DAY OF _____, 20____.

CITY OF WEST PLAINS, MISSOURI

(SEAL)

MAYOR MICHAEL TOPLIFF

ATTEST:

CITY CLERK KELLIE MAYERS