

**Ethics Review Board Meeting Minutes**  
**August 28, 2018**  
**5:00 p.m.**

Members in Attendance: Board members Ken Summers, Ray Martinez and Kristin Stephens.  
Staff in Attendance: Carrie Daggett, City Attorney, Jeanne Sanford, Paralegal, Tyler Marr, City Manager's Office.

Public in Attendance: None.

A meeting of the City Council Ethics Review Board ("Board") was held on Tuesday, August 28, 2018, in the City Attorney's Office Large Conference Room, to consider an advisory opinion, No. 2018-01 regarding whether councilmembers have conflicts of interest in matters involving 1) outside bodies that have been appointed to represent the City on; or 2) organizations to which they have donated funds (pursuant to a request under "Other Business" at the Council meeting on February 20, 2018).

The meeting began at 5:00 p.m. The Board reviewed the Agenda which contained the following items:

1. Review and Approval of the July 25, 2018 Minutes of the Ethics Review Board.
2. Consideration and possible adoption of Ethics Review Board Opinion 2018-01 whether Councilmembers have conflicts of interest in matters involving: 1) outside bodies they have been appointed to represent the City on; or 2) organizations to which they have donated funds (pursuant to a request under "Other Business" at the Council meeting on February 20, 2018).
3. Other Business.
4. Adjournment.

Chair Martinez stated this was an Ethics Review Board Meeting on August 28, 2018 at 5:00 p.m. and after roll call, declared that a quorum of the Board was present. It was noted Councilmember Stephens was not present in the meeting at this time.

Councilmember Ken Summers called for the approval of the July 25, 2018 Minutes and Chair Martinez seconded the motion, and the Board then adopted the minutes by unanimous consent.

Chair Martinez discussed item two (2) from the Agenda which is the proposed Ethics Opinion.

At 5:03, Councilmember Stephens arrived at the meeting.

City Attorney Daggett stated that included in the meeting packet, attached to the agenda item summary for the action item was a first draft of the Ethics Opinion that reviews the language of extenuating circumstances based on the discussion from the last meeting.

Chair Martinez asked if the other Board members were okay with the language of the Opinion.

Councilmember Summers replied that legal staff did a very good job providing detail with the Opinion. Councilmember Summers made a motion to approve Opinion 2018-01 and Councilmember Stephens seconded the motion. The Opinion was adopted by unanimous consent.

City Attorney Daggett stated she should be able to get this matter on agenda for Sept 4, 2018 and the resolution will be straight-forward with the opinion attached.

Chair Martinez made a motion to adjourn and Councilmembers Summers seconded the motion. The Board voted unanimously to adjourn the meeting.

Meeting adjourned at 5:07 p.m.



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Carrie M. Daggett, City Attorney