

**City of Atlanta Board of Ethics Meeting
Minutes of July 20, 2017**

The monthly meeting of the City of Atlanta Board of Ethics was called to order by Board Chair Kate Wasch at 6:05 p.m. in Committee Room 1, 55 Trinity Avenue, Atlanta, Georgia 30303. Attending the meeting were board members Todd Gray, Nichola Hines, Gerry Neumark and Jessica Stern. Staff members Jabu M. Sengova, Carlos R. Santiago, Sherry H. Dawson and Janet R. Keene also attended. Board member Riah Greathouse was absent.

MINUTES

1. Ms. Stern moved to approve the minutes of the May 18, 2017 board meeting. Mr. Gray seconded the motion. Ms. Stern then moved to approve the minutes of the June 3, 2017 board retreat. Mr. Gray seconded the motion. Both motions were unanimously approved by the Board.

BOARD OPERATIONS

2. **Introduction and welcome of new board member, Dr. Gerry Neumark**
Ms. Wasch ...
3. **Recognition of Carol Snype Crawford's service (former Ethics Board member)**
Ms. Wasch ...
4. **Election of new Ethics Board Vice-Chair**
Ms. Wasch ...

FORMAL ADVISORY OPINIONS

4. Request from Invest Atlanta to reconsider and rescind FAO 2013-1; and issue new formal advisory opinion regarding premium seating at the new Mercedes-Benz Stadium

Guest speaker, Ms. Newell...

FINANCIAL DISCLOSURE

4. **2016 Amended Roll of Delinquent Filers**
Mr. Santiago requested that ten individuals be added to the Roll of Delinquent Filers. Mr. Santiago reported that the Ethics Office records previously listed these individuals with invalid mailing addresses. The Ethics Office obtained valid mailing addresses and notified each of the individuals of their requirement to file pursuant to city law. However, these persons have not filed disclosure statements. Ms. Stern made a motion to add the ten persons to the Roll of Delinquent Filers. Mr. Adams seconded the motion and it was unanimously approved by the Board.

5. Update on Enforcement Efforts

Mr. Santiago reported that the Ethics Office is preparing enforcement cases for persons currently listed on the Roll of Delinquent Filers. Mr. Santiago reported that the Ethics Office has received \$100 in fines from delinquent filers.

6. In the Matter of Teresa Smith: 14-FD-025

Ms. Sengova requested that the Board vacate the final order in the matter of Teresa Smith, a 2014 case. At that time, Ms. Smith failed to file her 2014 financial disclosure statement and the Ethics Board found that she violated the Atlanta Code of Ordinances without reasonable cause. In July 2016, Ms. Smith contacted the Ethics Office and explained that she had leased her primary residence for a two year period from May 2013 until July 2015 and had not received notices about her requirement to file. Ms. Smith advised the Ethics Office that she learned of this matter after speaking with a human resources representative who works in her former department. She met with the Associate Ethics Officer to show proof of the leased property during the time period in question and filed her 2014 Financial Disclosure Statement. Ms. Stern moved to vacate the final order issued against Ms. Smith. The motion was seconded by Mr. Adams and unanimously approved by the Board.

ETHICS OFFICER'S REPORT

7. Status report on activities performed under the Work Plan

Ms. Sengova reported on activities that support the Ethics Office Work Plan in the following areas: operations, training, advice, public education and outreach, investigations and enforcement actions, and a legislative update on codes related to the financial disclosure.

8. FY16 Final Budget Report

Ms. Sengova stated that FY 2016 has come to a close and spending during the year was as budgeted.

9. FY17 Budget Report

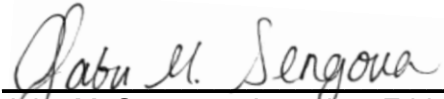
Ms. Sengova reported that the FY 2017 budget has been approved and adopted by City Council. The budget includes two important requests: a new e-file system and the new Ethics Analyst position.

BOARD OPERATIONS

10. Request for Formal Advisory Opinion from Ben Howard relating to whether members of the City's Boards, Commissions and Authorities are obligated to abide by Georgia Sunshine Law.

Ms. Sengova presented Ben Howard's request for a formal advisory opinion and stated that his request did not fall under the jurisdiction of the Ethics Board. She further stated that Mr. Howard had submitted the same request to City Council and his request was appropriately addressed by that body. Ms. Stern made a motion that the Associate Ethics Officer respond to Mr. Howard dismissing his request for lack of jurisdiction. This motion was seconded by Mr. Adams and unanimously approved by the Board.

Having no further business, the meeting adjourned at 6:39 p.m.

A handwritten signature in cursive script that reads "Jabu M. Sengova". The signature is written in black ink on a light-colored background.

Jabu M. Sengova, Associate Ethics Officer
Approved September 15, 2016