

**City of Atlanta Board of Ethics Meeting
Minutes of October 16, 2008**

The monthly meeting of the City of Atlanta Board of Ethics was called to order by MaryAnne Gaunt at 6:07 p.m. in City Council Committee Room 2, 55 Trinity Avenue, Atlanta, GA 30303. Attending the meeting were board members Carol Snype Crawford, Charles B. Crawford, Jr., Susan Housen, and Charmaine Ward, and staff members Ginny Looney and Nasceas Timms. Board members John Lewis, Jr., and Cathy R. Daniels was absent.

MINUTES

1. The board approved the minutes of the July 17, 2008, meeting on a motion by Mr. Crawford and a second by Ms. Housen.

FINANCIAL DISCLOSURE

2. 08-FD-002. In the Matter of Paul Latham.
The Board gave a public reprimand to Mr. Latham, a city employee, for his failure to respond to five written notices, appear at his enforcement hearing, and pay his \$500 fine for his undisputed violations of the financial disclosure laws. Ms. Crawford delivered the reprimand on behalf of the Board.

FORMAL ADVISORY OPINIONS

3. Ms. Crawford moved to approve proposed Formal Advisory Opinion 2008-6 on the financial relationships between supervisors and subordinates. Mr. Crawford seconded the motion, which the Board adopted unanimously. The opinion concludes that supervisors should not engage in financial transactions with subordinates; financial transactions include the solicitation of charitable donations or campaign contributions and the purchase or sale of goods and services.
4. Based on a request for a formal advisory opinion by Ms. Looney, the Board discussed whether city officials can use city stationery and other city resources to solicit donations for charities that are unrelated to the City. The Board reached a tentative decision that city stationery should not be used to solicit donations or give political or personal endorsements.
5. The Board next considered a request for a formal advisory opinion from Council member Ceasar Mitchell related to the use of city council expense accounts to engage the services of an immediate family member's company. Ms. Housen moved to defer the pending request under the conclusion of the Integrity Line Steering Committee's Report; the motion died for lack of a second. Following a discussion and statements by Mr. Mitchell and his attorney, Thomas G. Sampson II, the Board postponed consideration of the issues raised in Mr. Mitchell's letter until January and advised Mr. Mitchell to seek informal advice from the Ethics Officer, if needed.
6. The Board reached a tentative decision on a request from Roderick Edmond, a member of the Citizen Review Board, concerning section 2-809 and the representation of clients in matters adverse to the City. The Board requested that Ms. Looney draft a proposed opinion concluding that the law firm of a city board

member could sue the City so long as the city official is not personally involved in the lawsuit, and a city board member could receive money derived from the lawsuit, provided the board member has no involvement in the litigation.

7. Board members recognized Ms. Housen for her three years of service on the Board.

Having no further business, the meeting adjourned at 7:42 p.m.

A handwritten signature in cursive script that reads "Ginny Looney". The signature is written in black ink and is positioned above a horizontal line.

Ginny Looney, Ethics Officer
Approved November 20, 2008