

**City of Atlanta Board of Ethics Meeting  
Minutes of March 18, 2010**

The monthly meeting of the City of Atlanta Board of Ethics was called to order by Chair John Lewis, Jr. at 6:05 p.m. in City Council Committee Room 2, 55 Trinity Avenue, Atlanta, Georgia 30303. Attending the meeting were board members Carol Snype Crawford; Charles B. Crawford, Jr.; Cathy Daniels; MaryAnne Gaunt; Caroline Tanner; and Charmaine Ward. Staff members Ginny Looney, Jabu Sengova, and Sherry Dawson also attended.

**MINUTES**

1. The Board approved the minutes of the February 18, 2010 meeting on a motion by Mr. Crawford and a second by Ms. Ward.

**FINANCIAL DISCLOSURE**

**2. Awards Ceremony**

The Board held the Fourth Annual Transparent Diamond Awards Ceremony to honor city departments with the best financial disclosure filing records. Ms. Ward moved to adopt a resolution presenting the Transparent Diamond Award to the Department of Aviation, Department of Human Resources, Department of Law, Municipal Court, Department of Procurement, Department of Public Works, Public Defender's Office, and Office of City Auditor. Mr. Crawford seconded the motion, and the Board adopted it unanimously.

**3. Financial Disclosure Report**

Ms. Looney delivered the March 2010 report to the Board on persons required to file an annual financial disclosure statement, those who complied with the filing requirements, those who filed late, and those who failed to file in 2010 as required by law. Ms. Looney noted that the percentage of timely filers was 87% this year, and the office has sent three separate mailings and four emails to non-filers.

**4. Roll of Delinquent Filers**

The Board next considered the Roll of Delinquent Filers that lists 64 persons who have not filed a 2010 City Financial Disclosure Statement and four persons who filed after the March 15 grace period without reasonable cause. Ms. Tanner moved to adopt the roll, which was seconded by Ms. Gaunt, and the Board unanimously adopted the motion.

**ENFORCEMENT ACTIONS**

**5. CO-09-001. In the Matter of Robert Godfrey**

The Board conducted a probable cause hearing in Case Number CO-09-001 concerning city employee, Robert Godfrey. Alison Danaceau of the law firm Carlton Fields presented the case on behalf of the Ethics Officer; Mr. Godfrey filed a written Reply to Probable Cause Report but was not present at the hearing. Ms. Looney presented evidence that he was given written notice of the hearing and had informed the Ethics Office the previous night that he would not be appearing at the hearing. Ms. Danaceau presented the case that Mr. Godfrey violated the Code of Ethics when he accepted two meals from the law firm Martin & Jones, a prohibited source. She

argued that Martin & Jones was a prohibited source because the law firm was seeking official action from him to resolve discovery disputes with the City and had interests that may have been substantially affected by Mr. Godfrey's performance as lead counsel in the cases for the City. Ms. Danaceau recommended that the Board find probable cause that Mr. Godfrey violated sections 2-801 and 2-817 of the Code of Ethics and set the matter down for an enforcement hearing in May. Following a discussion, Mr. Crawford made a motion to find that sufficient probable cause existed that Mr. Godfrey violated the Code of Ethics, which Ms. Ward seconded, and the motion passed unanimously. The matter was set down for a full evidentiary hearing at the next regularly scheduled monthly meeting on May 20, 2010.

## **FORMAL ADVISORY OPINIONS**

### **6. Formal Advisory Opinion 2010-1 on potential conflicts of interest**

Ms. Daniels moved to adopt proposed Formal Advisory Opinion 2010-1 on potential conflicts of interest related to a city employee's relationship with a consulting firm from which he has taken a leave of absence for one year. Mr. Crawford seconded the motion, and Board adopted it unanimously. The opinion concludes that the city employee should not be involved on behalf of the City in any negotiations or discussions related to known clients of the consulting firm.

## **BOARD OPERATIONS**

### **7. FY11 Budget**

Ms. Gaunt made a motion to adopt the proposed FY11 Budget of \$336,943. Ms. Daniels seconded the motion, and the Board adopted it unanimously.

### **8. Annual Statement of Interest**

Following a motion by Ms. Gaunt and a second by Ms. Daniels, the Board adopted the statement of interest form that requires board members to disclose any relationships with the City of Atlanta.

## **ETHICS OFFICER'S REPORT**

### **9. 2010-2011 Work Plan**

Ms. Looney reported on activities that support the 2010-2011 Work Plan in the following areas: operations, training, activities, advice, public education and outreach, investigation and enforcement actions, financial disclosure, and legislation and lobbying.

Having no further business, the meeting adjourned at 8:00 p.m.

  
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Jabu M. Sengova, Associate Ethics Officer  
Approved May 20, 2010