

**City of Atlanta Board of Ethics Meeting  
Minutes of March 17, 2011**

The monthly meeting of the City of Atlanta Board of Ethics was called to order by Chair Caroline Johnson Tanner at 6:08 p.m. in the City Council Committee Room 2, 55 Trinity Avenue, Atlanta, Georgia 30303. Attending the meeting were board members Charles B. Crawford, Jr.; Cathy Daniels; MaryAnne Gaunt; and Shukura Ingram. Board members Carol Snype Crawford and Charmaine Ward were absent. Staff members Ginny Looney, Jabu M. Sengova and Sherry Dawson also attended.

**MINUTES**

1. The Board approved the minutes of the February 17, 2011, meeting on a motion by Ms. Daniels and a second by Ms. Gaunt.

**FINANCIAL DISCLOSURE**

**2. Transparent Diamond Awards Ceremony**

The Board held the Fifth Annual Financial Disclosure Awards Ceremony to honor departments with the best filing records. Mr. Crawford moved to adopt a resolution recognizing the Transparent Diamond Award winners with a second by Ms. Daniels, and the Board adopted it unanimously. The Board recognized the following recipients: Department of Planning and Community Development, Police Department, Department of Public Works, Finance Department, Mayor's Office, Municipal Court, Department of Information Technology, Department of Human Resources, Office of City Auditor, Public Defender's Office, and the Department of Corrections.

**3. Financial Disclosure Report**

Ms. Looney delivered the March 2011 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 2011 as required by law. Ms. Looney noted that the percentage of timely filers was 91% this year, consistent with 2008, which was the best filing year, and only 16 persons had not timely filed this year, compared to 64 last year.

**4. Roll of Delinquent Filers**

The Board next considered the Roll of Delinquent Filers that lists 15 persons who have not filed a 2011 City Financial Disclosure Statement and one person who filed after the March 15 grace period without reasonable cause. Ms. Ingram moved to adopt the Roll of Delinquent Filers, which was seconded by Ms. Daniels, and the Board unanimously adopted the motion.

**FORMAL ADVISORY OPINIONS**

**5. Formal Advisory Opinion 2011-1 on no direct solicitations of donations from prohibited sources**

After considering the proposed opinion on the circumstances under which city employees may solicit donations from prohibited sources, Ms. Gaunt moved to adopt Formal Advisory Opinion 2011-1 without the optional last sentence in the first paragraph. Mr. Crawford seconded the motion, and Board adopted unanimously.

The opinion concludes: "City employees should not solicit donations from companies or individuals when they know or should know that the potential donor is regulated, doing business with, or seeking business from the employee or the employee's agency or has a specific matter pending before the agency. Employees in other departments may solicit donations from prohibited sources as part of a broad public appeal that may include companies that do business with the City or seek official action from it."

## **BOARD OPERATIONS**

### **6. FY12 Budget**

Mr. Crawford made a motion to adopt the FY12 Budget-Option 1, with a second by Ms. Ingram, and following a discussion, the Board adopted it unanimously. The budget allocates \$287,230 in personnel expenses and \$89,523 in operating expenses for a total budget of \$326,753.

## **OTHER ACTION**

### **7. Recognition of Charlie Crawford's service**

The Board adopted a resolution honoring Charles B. Crawford, Jr., for his board service during the past three years.

Having no further business, the meeting adjourned at 7:00 p.m.



---

Jabu M. Sengova, Associate Ethics Officer  
Approved May 19, 2011