

**City of Atlanta Board of Ethics Meeting
Minutes of October 21, 2010**

The monthly meeting of the City of Atlanta Board of Ethics was called to order by Chair John Lewis, Jr., at 6:12 p.m. in the 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 M. Sengova, and Sherry Dawson also attended.

MINUTES

1. The Board adopted the minutes of the September 16, 2010, meeting on a motion by Ms. Gaunt and a second by Ms. Daniels.

SETTLEMENT AGREEMENT

2. CO-09-007. In the Matter of Clela Winslow

Ms. Looney presented and recommended approval of a settlement agreement with Councilmember Clela Winslow concerning her use of city funds to pay for her campaign literature and campaign workers during last year's election. Ms. Winslow agreed to pay the City a fine of \$1,500 and repay \$5,240 that she received as reimbursements for her campaign expenses. After hearing from Ms. Winslow, Ms. Tanner moved to approve the settlement agreement, with a second by Ms. Crawford. The Board approved the agreement unanimously. (Ms. Ward joined the meeting at this point.)

FINANCIAL DISCLOSURE

3. 10-FD-021. In the Matter of Justin Kabota

Ms. Ward delivered a public reprimand on behalf of the Board to Mr. Kabota, a city employee, for his failure to timely file his 2010 Financial Disclosure Statement and pay his fine for violating the financial disclosure laws. After hearing from Mr. Kabota, Mr. Lewis held that the Board's prior ruling imposing a \$450 fine would stand, and this amount would not be reduced.

4. Financial Disclosure Enforcement Report

Ms. Sengova presented a final report on financial disclosure enforcement in 2010. Four persons have not filed, and these cases will be referred to the City Solicitor's Office.

FORMAL ADVISORY OPINIONS

5. Proposed Formal Advisory Opinion 2010-2 on Personal Interests

Ms. Looney presented for discussion a draft opinion that addresses when an official or employee has a personal interest that requires recusal in a matter or a vote and the relevant factors that should be considered. A final decision on the opinion was postponed until the next meeting to enable Ms. Looney to discuss the opinion with members of the Committee on Council.

ETHICS OFFICER'S REPORT

6. 2010-2011 Work Plan

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

OTHER ACTIONS

7. Board Exercise on an Ethical Culture (Ms. Daniels left the meeting at this point.)

The Board participated in an exercise used in ethics workshops on defining an ethical culture.

8. Recognition of John Lewis's service

The Board adopted a resolution honoring John Lewis, Jr., for his board service during the past five years as a representative of the Gate City Bar Association.

Having no further business, the meeting adjourned at 7:17 p.m.



Jabu M. Sengova, Associate Ethics Officer
Approved November 18, 2010