



**AGENDA  
TOWN OF SUNNYVALE  
ETHICS COMMITTEE MEETING  
MONDAY, FEBRUARY 18, 2019  
TOWN HALL - 127 N. COLLINS RD.  
6 P.M.**

**CALL MEETING TO ORDER**

Chair calls the Meeting to order, state the date and time. State Members present and declare a quorum present.

**PUBLIC FORUM**

**DISCUSSION/ACTION ITEMS:**

1. **DISCUSS, CONSIDER, AND APPROVE MINUTES FROM THE MEETING ON DECEMBER 17, 2018 and JANUARY 22, 2019.**
2. **CHAIR REPORT:**
  - a. **SOLICITATION OF INPUT FROM COUNCIL, BOARD AND COMMISSION MEMBERS.**
  - b. **COMPLIANCE WITH CERTIFICATIONS**—identification of Ethics Committee members who are in compliance with state law for having certificates of open meetings act training on file.
3. **REVIEW AND DISCUSS EXISTING TOWN ETHICS DOCUMENTS:**
  - a) **TOWN CHARTER**—including Council Office forfeiture provisions and need to revise Ethics Code Sanctions provisions
  - b) **CODE OF ORDINANCES**
  - c) **PERSONNEL RULES**
4. **REVIEW AND DISCUSS AMENDMENTS TO THE CURRENT ETHICS CODE**
  - A. **REVIEW OF PRIOR APPROVED AMENDMENTS**
  - B. **NEW PROPOSALS.**
  - C. **ROBERT’S RULES AND ALTERNATIVES**
  - D. **TIME FOR EAO’S TO BE TEMPORARILY DISQUALIFIED FROM CONTRACTING WITH THE TOWN.**
  - E. **EMPLOYEE RECEIPT OF GIFTS.**
5. **REVIEW AND DISCUSS STATE LAW IN REGARD TO ETHICS AND POSSIBLE CONFLICTS WITH ETHICS CODE.**

- 6. IDENTIFICATION OF LEGAL ADMINISTRATIVE AND ETHICAL ISSUES FOR FURTHER RESEARCH AND DISCUSSION.**
- 7. REVIEW AND DISCUSS THE APPLICATION OF THE CODE OF ETHICS.**
  - a) PLACEMENT ON TOWN WEB PAGE.**
  - b) LINKS TO CODE AND STATE LAWS ON WEB PAGE.**
- 8. REVIEW AND DISCUSS PURCHASING PROCEDURES.**
- 9. REVIEW AND DISCUSS ECONOMIC DEVELOPMENT PROCEDURES.**
- 10. DISCUSSION OF TIMELINE FOR FUTURE MEETINGS AND THE REPORT TO THE CITY COUNCIL.**
- 11. ADDITIONAL TOPICS FOR THE ETHICS COMMITTEE TO DISCUSS.**

## **ADJOURN**

ALL LOCATIONS IDENTIFIED ARE IN THE TOWN OF SUNNYVALE UNLESS OTHERWISE INDICATED. FOR A DETAILED PROPERTY DESCRIPTION, PLEASE CONTACT THE BUILDING OFFICIAL AT TOWN HALL. ALL ITEMS ON THE AGENDA ARE FOR POSSIBLE DISCUSSION AND ACTION. PLEASE TURN OFF ALL TELEPHONES AND HANDHELD COMMUNICATION DEVICES WHILE IN ATTENDANCE AT THIS MEETING.

THE SUNNYVALE TOWN COUNCIL RESERVES THE RIGHT TO ADJOURN INTO EXECUTIVE SESSION AT ANY TIME DURING THE COURSE OF THIS MEETING TO DISCUSS ANY OF THE MATTERS LISTED ABOVE, AS AUTHORIZED BY TEXAS GOVERNMENT CODE SECTION 551.071 (CONSULTATION WITH ATTORNEY), 551.072 (DELIBERATION ABOUT REAL PROPERTY), 551.073 (DELIBERATIONS ABOUT GIFTS AND DONATIONS), 551.074 (PERSONNEL MATTERS), 551.076 (DELIBERATIONS ABOUT SECURITY DEVICES), AND 551.087 (ECONOMIC DEVELOPMENT).

THE TOWN OF SUNNYVALE IS COMMITTED TO COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT (ADA). REASONABLE ACCOMMODATIONS AND EQUAL ACCESS TO COMMUNICATIONS WILL BE PROVIDED TO THOSE WHO PROVIDE NOTICE TO THE DIRECTOR OF COMMUNITY SERVICES AT 972-226-7177 AT LEAST 48 HOURS PRIOR TO THE MEETING.

**I HEREBY CERTIFY THAT THE FOREGOING NOTICE WAS POSTED ON FEBRUARY 15, 2019, IN THE FOLLOWING LOCATION AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULED TIME OF SAID MEETING:**

**TOWN HALL AT 127 N. COLLINS ROAD**

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**RACHEL RAMSEY, TOWN SECRETARY**