



## MEMORANDUM

**To:** City Council

**From:** Ashley Owens, City Secretary

**Date:** July 12, 2022

**Reference:** Consider approval of appointments to the Special Ethics Legal Counsel and the Ethics Review Panel as presented.

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### **Introduction:**

City of Coppell Ordinance 2022-1576 established the Special Ethics Legal Counsel (SELC) and the Ethics Review Panel (ERP) to function as needed when a Code of Ethics complaint is received for processing. The City Secretary's Office collected applications from May 2, 2022, through June 13, 2022. Interviews were conducted June 27, 2022, and June 29, 2022.

### **Analysis:**

The City Secretary's Office received ten applications for the SELC and 42 applications for the ERP. Nine interviews were conducted for the SELC by Mayor Pro Tem Biju Mathew and Councilmember Don Carroll on Monday, June 27, 2022. Twelve interviews were conducted for the ERP by Councilmember Brianna Hinojosa-Smith and Councilmember Kevin Nevels on Wednesday, June 29, 2022.

The SELC requires at least one counsel, and the ERP requires three members and no more than nine members to be appointed. Initial terms are intended to expire at the end of a calendar year to align with the annual boards and commissions appointment process. After the initial terms, 2-year terms apply.

### **Recommendation:**

Appointments recommended by Mayor Pro Tem Biju Mathew and Councilmember Don Carroll for the Special Ethics Legal Counsel:

- |                     |                          |
|---------------------|--------------------------|
| 1. Jennifer Mendola | Term Expires: 12/31/2024 |
| 2. David Crawford   | Term Expires: 12/31/2024 |
| 3. Geordana Dow     | Term Expires: 12/31/2024 |

Appointments recommended by Councilmember Brianna Hinojosa-Smith and Councilmember Kevin Nevels for the Ethics Review Panel:

- |                     |                          |
|---------------------|--------------------------|
| 1. Matthew Baade    | Term Expires: 12/31/2024 |
| 2. Larry Best       | Term Expires: 12/31/2024 |
| 3. Daniel Frey      | Term Expires: 12/31/2024 |
| 4. May Hsiao        | Term Expires: 12/31/2024 |
| 5. Meghan Hope      | Term Expires: 12/31/2024 |
| 6. Merrill Matthews | Term Expires: 12/31/2023 |
| 7. Marie Reed       | Term Expires: 12/31/2023 |
| 8. Lisa Reynolds    | Term Expires: 12/31/2023 |
| 9. Seth Phillips    | Term Expires: 12/31/2023 |

Due to the potential size of the ERP, the City Secretary's Office recommends implementing staggered terms for Places 6-9 expiring in odd years.