



MEMORANDUM

To: Mayor and City Council

From: Ashley Owens, City Secretary

Date: September 13, 2022

Reference: Consider accepting the resignation of Seth Phillips from the Ethics Review Panel; and leaving the seat vacant for the remainder of the unexpired term.

Ethics Review Panel member Seth Phillips informed staff that he would be moving outside the city of Coppel in late August. Due to his move, Mr. Phillips resigned his seat on the Ethics Review Panel. His email resignation is attached to this agenda item.

The Ethics Review Panel meets when necessary, therefore staff recommends leaving the seat vacant for the remainder of the unexpired term. The seat will be filled January of 2024.