



a. **Dee – send letter to Todd Hess**

Ms. Ennis will verify that the letter was sent to Mr. Hess.

b. **Lisa – remove exception form from webpage**

Ms. Schleusner removed the *Request for a Gift Exception* form from the Board of Ethics webpage.

Clerk's Note: Assembly Chair Dunbar arrived at 12:36 p.m. At this time, the Board paused in their regular business to take up Mr. Dunbar's request for advice regarding his membership in the Anchorage Park Foundation, a non-profit 501(c)(3) charity. The question before the Board was whether Mr. Dunbar's membership in this foundation poses a conflict of interest with his participation as an Assembly member voting on the Municipal Budget. The Board advised Mr. Dunbar that the Assembly determines whether there is a conflict of interest for its members. However, the Board can provide some extraneous advice regarding proper disclosure. Mr. Dunbar requested that his request be made formal. (Advisory Opinion 2018-6) Ms. Ennis will gather some additional facts and put together some information for the Board's discussion.

Clerk's Note: The requestor regarding Advisory Opinion No. 2018-5 and other participants arrived at 12:53 p.m. The Board continued its regular business until 1:00 p.m.

c. **Dee – draft Code change**

Ms. Ennis will draft the Code change to remove the request for a gift exception. Agenda Item 5.A.1.c. will be continued to the next regular meeting of the Board of Ethics.

d. **Lisa – send template responses without Board review**

Ongoing, Ms. Schleusner will respond immediately to any disclosures or requests received by the Municipal Clerk's Office. Ms. Schleusner will include these filings and the responses for the Board's review at their next regular meeting.

Jack McKenna moved, to change the order of the day to take up Item
David Nesbett seconded, 6.B. immediately
and the motion passed without objection.

2. Disclosure(s) by an Elected Official of a Gift in Excess of \$500 Received for an Event Related to Official Government Business, Education, or Information Gathering – **None.**
3. **Disclosure(s) of Potential Conflict of Interest by a Public Servant**
4. **Disclosure(s) of Economic Interest in a Municipal Contract or Business by a Public Servant**
5. **Notice(s) of Intent to Respond to Public Solicitation by a Public Servant**

6. **NEW BUSINESS**