



City of Denton

City Hall
215 E. McKinney Street
Denton, Texas
www.cityofdenton.com

AGENDA INFORMATION SHEET

DEPARTMENT: City Manager's Office

CM/ DCM/ ACM: Bryan Langley

DATE: December 5, 2017

SUBJECT

Receive a report, hold a discussion, and receive a report from attorney Alan Bojorquez regarding information related to ethics, common characteristics of municipal ethics ordinances, and options for scheduling additional meetings to draft an ethics ordinance.

BACKGROUND

On November 14, 2017, the City Council directed staff to hire attorney Alan Bojorquez to assist in the creation of an ethics ordinance. The suggested process for the creation of an ordinance is to hold five (5) to ten (10) meetings for one (1) to two (2) hours each which could be reduced by having one or more longer Saturday sessions. This first meeting is a training session in which Mr. Bojorquez will be discussing ethics in general, state laws governing official conduct, and common characteristics of municipal ethics ordinances. An outline for the process is listed below:

- Meeting 1: Training
- Meeting 2: Ordinance Presentation
- Meeting 3: Ordinance Review
- Meeting 4: Ordinance Review and Public Hearing
- Meetings 5-10: Conclusion of the Drafting Process
 - First Reading
 - Second Reading and Adoption
 - Appointments to Oversight Board

Additional descriptions of each proposed meeting are included in **Exhibit 2**.

OPTIONS

The drafting of an ethics ordinance should take between five (5) and ten (10) meetings depending on the length of the meetings. Based on the holidays, Mr. Bojorquez's availability over the next few months and a limited number of regular City Council meetings, staff has identified three (3) options that would allow the ordinance to be drafted prior to the end of March 31, but each option requires special called meetings. If the City Council wished to only have discussion on regularly called meetings the process would extend beyond March 31. Options A and B include Saturday sessions and those options have only six (6) meetings in anticipation that a longer meeting would reduce the overall number of meetings.

Option A

- December 5 (Regular), December 16 (Special), December 19 (Special), January 17 (Special), January 30 (Special), February 6 (Regular)
- Includes four (4) special called meetings.

- Includes a four (4) to six (6) hour Saturday meeting on December 16.

Option B

- December 5 (Regular), December 19 (Special), January 13 (Special), January 30 (Special), February 6 (Regular), February 20 (Regular)
- Includes three (3) special called meetings.
- Includes a four (4) to six (6) hour Saturday meeting on January 13.

Option C

- December 5 (Regular), December 19 (Special), January 17 (Special), January 30 (Special), February 6 (Regular), February 20 (Regular), March 6 (Regular), March 20 (Regular)
- Includes three (3) special called meetings.

ESTIMATED SCHEDULE OF PROJECT

The schedule of the project is dependent on the meeting schedule and could take between three (3) and four (4) months.

PRIOR ACTION/REVIEW (Council, Boards, Commissions)

September 27, 2016- City Council discussed potential revisions to the Charter.

October 11, 2016- A Charter Review Committee was formed to review certain Charter provisions.

June 27, 2017- The Charter Review Committee presented recommendations to City Council.

August 15, 2017- City Council adopted an ordinance ordering an election.

November 7, 2017- An election was held to vote on propositions amending the Charter.

November 14, 2017- City Council directed staff to hire Alan Bojorquez.

November 20, 2017- The Charter election results were canvassed.

FISCAL INFORMATION

The base cost of five (5) meetings is \$20,000 with additional meetings at \$4,000 each not to exceed a total of \$40,000.

STRATEGIC PLAN RELATIONSHIP

The City of Denton's Strategic Plan is an action-oriented road map that will help the City achieve its vision. The foundation for the plan is the five long-term Key Focus Areas (KFA): Organizational Excellence; Public Infrastructure; Economic Development; Safe, Livable, and Family-Friendly Community; and Sustainability and Environmental Stewardship. While individual items may support multiple KFAs, this specific City Council agenda item contributes most directly to the following KFA and goal:

Related Key Focus Area: Organizational Excellence

EXHIBITS

Exhibit 1- Agenda Information Sheet

Exhibit 2- Agreement

Respectfully submitted:
Bryan Langley
Deputy City Manager

Prepared by:
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Management Analyst