

**MINUTES**  
**ETHICS REVIEW COMMISSION MEETING**  
**CITY HALL**  
**LARGE CONFERENCE ROOM**  
**402 East Blanco Road**  
**Boerne, TX 78006**  
**August 2, 2019 – 4:00 PM**

Minutes of the Ethics Review Commission meeting of August 2, 2019 at 4:00 p.m.

**Present:** Chairman Tim Costanza, Secretary Darren Smith, Commissioner William Avery, Commissioner Ken Dunbar, Commissioner Robert Lee, and Alternate Commissioner Sue Willoughby.

**Absent:** Vice Chair Ben Walker.

**Staff Present:** Molly Solis and Lori Carroll

**Recognized Guest:** Mayor Tim Handren

**1. CALL TO ORDER – 4:00 PM**

Chairman Tim Costanza called the meeting to order at 4:00 p.m.

**2. [2019-798](#) ANNUAL APPOINTMENT OF VICE CHAIR AND SECRETARY.**

Chairman Costanza asked for a motion to elect the Vice Chairman.

A MOTION WAS MADE BY COMMISSIONER SMITH, SECONDED BY COMMISSIONER AVERY TO ELECT COMMISSIONER WALKER AS VICE CHAIRMAN. THE MOTION CARRIED BY THE FOLLOWING VOTE:

YEAH 5: CHAIRMAN COSTANZA, COMMISSIONER DUNBAR, COMMISSIONER LEE, COMMISSIONER AVERY AND COMMISSIONER SMITH.

Chairman Costanza asked for a motion to elect the Secretary.

A MOTION WAS MADE BY COMMISSIONER AVERY, SECONDED BY COMMISSIONER DUNBAR TO ELECT COMMISSIONER SMITH AS SECRETARY. THE MOTION CARRIED BY THE FOLLOWING VOTE:

YEAH 5: CHAIRMAN COSTANZA, COMMISSIONER DUNBAR, COMMISSIONER LEE, COMMISSIONER AVERY AND COMMISSIONER SMITH.

**3. [2019-797](#) APPROVAL OF MINUTES FROM DECEMBER 3, 2018.**

A MOTION WAS MADE BY COMMISSIONER LEE, SECOND BY SECRETARY SMITH TO APPROVE THE DECEMBER 3, 2018 MINUTES WITH THE FOLLOWING CORRECTIONS: UNDER "PRESENT" COMMISSIONER DUNBAR LISTED TWICE AND ITEM NUMBER 3, COMMISSIONER WALKER LISTED TWICE AND ADD COMMISSIONER DUNBAR. THE MOTION CARRIED BY THE FOLLOWING VOTE:

YEAH 5: CHAIRMAN COSTANZA, COMMISSIONER DUNBAR, COMMISSIONER LEE, COMMISSIONER AVERY AND SECRETARY SMITH.

**4. COMMENTS FROM COMMISSIONERS/STAFF.**

Chairman Costanza asked new Alternate Member Sue Willoughby to tell the commission about herself.

Commissioner Willoughby inquired on information in the Ethics Ordinance pertaining Standards of Conduct. She also asked if there was a Social Media Policy for the Committee. City Attorney Molly Solis stated that the Ethics Review Commission is subject to the Public Information Act. Any emails received should be forwarded to the Mayor or City Secretary. Ms. Solis also stated there currently is not a Social Media Policy for the City Boards and Commissions. If the City Council wishes to establish a Social Media Policy, the Ethics Review Commission will be included. Ms. Solis also mentioned that in 2017 the Ethics Ordinance was amended to change the term of office of the Ethics Review Commission Members to three years, removing staggered terms, and removing term limits.

Mayor Handren stated that the City Charter will be amended and brought up to date for the City of Boerne citizens to vote on. He expressed appreciation to the Commissioners for their service to the community.

**5. ADJOURNMENT**

Chairman Costanza adjourned the Ethics Review Commission meeting at 4:24 p.m.

Approved:

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Chairman

Attest:

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City Secretary