



	<i>Presented</i>
Date Action Taken:	<i>11/28/11</i>
Other:	
Verified by:	<i>K. Smithers</i>

**WASILLA CITY COUNCIL INFORMATIONAL MEMORANDUM**

**IM No. 11-17**

**TITLE: UPDATE OF ETHICS TASK FORCE**

**Agenda of:** November 28, 2011

**Date:** November 15, 2011

**Originator:** Kristie Smithers, City Clerk

Route to:	Department	Signature/Date
X	Finance Director	<i>[Signature]</i> 11/16/11
X	Deputy Administrator	<i>[Signature]</i> 11/16/11
X	City Clerk	<i>[Signature]</i>

**REVIEWED BY MAYOR VERNE E. RUPRIGHT:** *[Signature]*

**Attachments:** Resolution Serial No. 11-36 (3 p)

**SUMMARY STATEMENT:**

At the September 26, 2011, City Council meeting, the Council adopted Resolution Serial No. 11-36, creating an Ethics Task Force (Task Force) and prescribing its duties.

During the October 24, 2011, City Council meeting the Clerk was directed to solicit applications for city residents for the Task Force. As of the writing of this memorandum, only one application has been received. The resolution also states that two City Council Members and the Human Resource Generalist will serve.

When reviewing Resolution Serial No. 11-36, it states that the Task Force shall be subject to the provisions of WMC 2.44, Boards and Commissions Generally; in which WMC 2.44.030, allows for the Mayor to appoint members with the confirmation of the City Council. This provision was an oversight when AM No. 11-29 was brought forward for consideration by the City Council on October 24, 2011; however, AM No. 11-29 failed to be approved.

At this time, Mayor Rupright will wait for more applications to be received before he brings names forward for the appointment of this Task Force.

If the City Council wishes to take another direction in regard to this Task Force, Resolution Serial No. 11-36 may be repealed and new provisions may be adopted with a new resolution.

This memorandum is for informational purposes only.

**CITY OF WASILLA  
RESOLUTION SERIAL NO. 11-36**

**A RESOLUTION OF THE WASILLA CITY COUNCIL CREATING AN ETHICS TASK FORCE AND PRESCRIBING ITS DUTIES.**

WHEREAS, the City Council wishes to establish a temporary Ethics Task Force ("Task Force") which will provide guidance on the many fundamental and specific issues surrounding the creation, improvement, and implementation of a new ethics code at the City of Wasilla; and

WHEREAS, the Task Force shall discuss the essential elements of a municipal code of ethics which are:

- 1) that it be clear and comprehensive, providing clear guidance to city officials, employees, contractors, and citizens;
- 2) that it provide for three kinds of sensible disclosure of interests: an annual disclosure statement (as required by the Alaska Public Offices Commission), disclosure when conflict arises (transactional disclosure), and disclosure when someone bids for business or requests a permit (applicant disclosure);
- 3) that it provide effective administration, which gives swift advisory opinions, which has a monopoly on interpreting and enforcing the code, which can give waivers for exceptions, and which provides training for all city officials and employees, as well as for everyone who does business with the city;
- 4) that it provide whistle-blower protection so that city employees and others will be able to report violations without endangering their jobs and pensions.

WHEREAS, to provide a balanced view on the standards of ethics the Task Force shall be composed of two City of Wasilla council members, two community members and the City of Wasilla Human Resource Generalist; and

WHEREAS, the Task Force shall be subject to the provisions of WMC 2.44, Boards and Commissions Generally; and

WHEREAS, the Task Force shall meet and organize within 30 days after the effective date of this resolution and shall terminate no later than three years after its first meeting; and

WHEREAS, the Task Force shall have advisory functions only, and shall not otherwise act, individually or collectively, as an agent of the City; and

WHEREAS, meetings of the Committee are subject to the Alaska Open Meetings Act; and

WHEREAS, the City Clerk is authorized and directed to advertise the meetings of the Committee; and

WHEREAS, the City Clerk shall act as the secretary to the Task Force; and

WHEREAS, members of the Task Force will receive no compensation for their service as committee members.

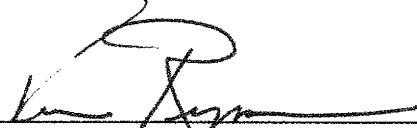
NOW, THEREFORE, BE IT RESOLVED, that the Ethics Task Force is hereby created for the purpose of gathering information and making recommendations to the City Council concerning a code of ethics for the City of Wasilla; and

BE IT FURTHER RESOLVED, that the Task Force shall forward its recommendations to the Council; and

BE IT FURTHER RESOLVED, that the Committee shall consist five members as follows:

- A. Two City Council members; and
- B. Two community members; and
- C. The City of Wasilla Human Resource Generalist.

ADOPTED by the Wasilla City Council on September 26, 2011.

  
VERNE E. RUPRIGHT, Mayor

ATTEST:

  
KRISTIE SMITHERS, MMC, City Clerk

[SEAL]

VOTE: Holler, Katkus, Menard, Sullivan-Leonard and Woodruff in favor.