

CURRENT ORDINANCES ADMINISTRATIVE

Section 3.07 Additional Boards and Commissions

Additional Boards and Commissions are appointed by the Council, and the membership and duties of such boards and commissions are described in various other sections of the Code. The appointment of chairpersons shall be made by the Mayor, with a consent of a majority of the City Council, notwithstanding other provisions to the contrary, unless state law or the City Charter provide otherwise.

Section 12.06 Disclosure of Interests Regarding Land Use Changes

A. Any person seeking City Council, Zoning Board of Adjustment, Planning and Zoning Commission, or Landmark Preservation Commission consideration or action concerning any application for rezoning, plat approval, certificates of appropriateness, certificates of demolition or relocation, special exception, variance or similar application requiring action by the Planning and Zoning Commission, Landmark Preservation Commission or Zoning Board of Adjustment, shall file a disclosure statement with the City.

1. Said statement shall be filed at the time of filing of such application with the Planning Department, Neighborhood Services Department or Building Inspections.
2. The applicant shall specifically name any member of the above-referenced bodies or City employee believed by the applicant or owner to have a conflict of interest in the matter or the property which is the subject of consideration or action. The applicant shall further state all information upon which he bases the belief that a conflict of interest exists.
3. The applicant is not required to report an interest in property located within two hundred feet (200') of the property that is the subject of consideration or action. (Amend Ord 00-104, 9/12/00)

B. The applicant and the owner shall file statements in those cases where the applicant does not own the property which is the subject of consideration or action. (Amend Ord 93-06, 01/26/93)

Section 12.07 Ethics Review Commission

A. There shall be created an Ethics Review Commission (Commission). It shall have the duty and power, unless otherwise provided, to rule upon the appropriate disposition of allegations of violations of Section 12.02 of this Article.

B. Members.

1. The City Council shall appoint a chairperson and eight (8) other members to the Ethics Review Commission.
2. The Mayor and each member of the City Council shall nominate a member to the Commission. These nominations shall be confirmed by majority vote of

the City Council. The City Council should appoint as members of the Commission persons of high integrity commensurate with the spirit of this Code of Ethics.

3. Commission members shall be appointed to staggered terms with the terms of four (4) members to expire June 1, 2002, and the terms of the chairperson and four (4) members to expire June 1, 2003. Thereafter, all Commission members shall be appointed to two (2) year terms.
4. All members shall be residents of the City of Arlington. No member shall hold any City elected office, be a candidate for any such office or hold any other City appointed office.
5. The chairperson of the Commission shall appoint three members of the Commission to serve on a Commission panel to preside over preliminary hearings. The chairperson shall appoint a chairperson for each panel and may rotate members of the Commission as necessary for the expeditious hearing of each complaint.
6. Members of the Commission serve at the pleasure of the City Council and may be removed by a majority vote of said Council.

C. Quorum; Meetings; Rules.

1. When the Commission is meeting as a whole, seven or more members of the Commission shall constitute a quorum.
2. When a panel convenes to preside over a preliminary hearing, three members shall constitute a quorum.
3. Every meeting or hearing of the Commission or a panel of the Commission shall be held in accordance with Chapter 551 of the Texas Government Code.
4. The Commission may adopt, amend and rescind rules of procedure to carry out the provisions of this Article. Such rules shall be consistent with this Article and other applicable law.

D. Duties. The Commission shall have the following duties:

1. To meet as often as necessary to fulfill its responsibilities;
2. To review, index, maintain on file, and dispose of sworn complaints;
3. To make findings of fact as necessary for the disposition of a complaint;
4. To make notifications, extend deadlines, and conduct investigations; and
5. Such other duties as are specifically granted by this Article.

E. Staffing.

1. The Commission may request from the City Manager the appointment of such staff as is necessary to carry out the duties of the Commission.

2. The Commission may be assigned staff by the City Attorney to assist in its duties.
3. When complaints are filed against a City official other than a City Council member, independent legal counsel may be utilized at the discretion of the City Attorney to advise the Commission and participate in hearings. When a complaint is filed against a City Council member, the City Attorney shall engage independent legal counsel to advise the Commission, unless the City Attorney determines there are no reasonable grounds to believe that a violation of Section 12.02 has occurred.
4. A City official may request the meaning or effect of any section, word or requirement of this Article as it affects such official, and the City Attorney's Office shall thereupon confer with the City official. (Amend Ord 01-074, 7/10/01)