

CITY OF SARATOGA SPRINGS BOARD OF ETHICS 2014 ANNUAL REPORT

Prepared January 2015

Current Members: Justin Hogan, Chair
John Ellis
Marilyn Rivers
Brendan Chudy
Courtney DeLeonardis

Retired Members: Albert Serling
Nicole Clarke
A.C. Riley
Christine Gillmett-Brown
Dr. Edmond Amyot
Richard Fenton
Michael Arnush
Ted Obloy
Paul Male
Cathy Masie

Staff: Tony Izzo, Assistant City Attorney
Katie Farone, Administrative Aide
Trish Bush, Executive Assistant

Section 13-5 G 3(h) of the Saratoga Springs Code of Ethics requires that the Ethics Board “report annually to the Mayor and the City Council regarding the Board’s operations of the previous year.” This report summarizes the activities and accomplishments of the Saratoga Springs Ethics Board during 2013.

Membership

1. All of the positions on the Board are currently occupied.

Policies and Procedures

1. The Board met six times in 2014.
2. The Board drafted and distributed a statement to City Employees and Officials to

make them aware of the Board of Ethics and some of their responsibilities.

3. The Board continued to review of the Code of Ethics and propose suggestions on potential amendments to the code. The board, in consultation with Assistant City Attorney Izzo discussed language and effectiveness of specific sections of the code.

Expenses

The Board incurred no operational expenses in 2014.

Disclosure Forms

City employees listed in §13-4 B of the Ethics Code are required to file annual disclosure forms by February 15 each year. Notices are sent in December or January, followed by reminder notices. Employees who do not submit disclosure forms by the filing date will receive written notices. Those who do not respond to the notice within the specified time period will receive notices of delinquency, as provided in the Code, with copies, in the case of the Mayor or a City Council member, to the entire City Council, and in the case of the all other municipal officers and employees, to the employee's appointing authority. All required disclosure forms due by February, 2013 have been submitted, reviewed by the Board, and filed in the City Attorney's office.

Advisory Opinions, Complaints and Inquiries

The Board did not receive any referral forms in 2014.