

City of Hyattsville Ethics Commission
Wednesday, January 18, 2023 5:00 p.m.

VIRTUAL MEETING MINUTES

In attendance: Mark Graham, Michael Horlick (chair), T. Carter Ross (recordkeeper), David Sip. Staff: Nate Groenendyk. Regrets: Laura Reams. One seat on the Commission is vacant.

1. A quorum was noted and the meeting called to order at 5:00 p.m. by Chair Michael Horlick.

2. Minutes for the meetings of December 13, 2022, were approved on a voice vote.

3. Annual Campaign Finance Reports

The commission reviewed annual campaign reports received since the last meeting.

- Former Council Member Suiter's outstanding annual reports for 2021 and 2022 were reviewed and accepted by the Commission.

4. 2023 Ethics Commission Calendar

Vice Clerk Groenendyk shared the proposed calendar (below) of Commission meetings for 2023, including meetings associated with the May 2023 election.

Date/Time	Meeting Type
Wed. Jan 18 @5pm	Ethics Meeting
Wed. February 1 @6pm	Candidate Info Session (Virtual)
Wed. February 15 @5pm	Ethics Meeting
Sat. February 25 @10am	Candidate Info Session (In Person)
Tues. March 14 @5pm	Ethics Meeting (Disclosures)
Wed. March 15 @6pm	Mandatory Candidate Training
Tues. April 18 @5pm	Ethics Meeting (1st Report)
Thurs. April 20 @5pm	Hold for Amended Reports Review
Tues. May 1 @5pm	Ethics Meeting (2nd Report)
Thurs. May 3 @5pm	Hold for Amended Reports Review
Mon. June 26 @5pm	Ethics Meeting (3rd Report)
Thurs. June 29 @5pm	Hold for Amended Reports Review
July & August	No Meetings
Wed. Sept 13 @5pm	Ethics Meeting (Annual Report to State)
Wed. Oct 11 @5pm	Ethics Meeting
November & December	No Meetings

There was some discussion about Thursday meetings being difficult for some Commissioners, but the agreement was that if it does become an issue a change can be made for that meeting.

5. Candidate Information Sessions

Regarding the upcoming Candidate Information Sessions, Vice Clerk Groenendyk noted he is updating the training materials and hopes to have them available for review by the Commission and the Board of Election Supervisors by early the week of January 23rd.

6. Financial Disclosure Form Update

The Commission reviewed the updated Financial Disclosure forms prepared by the City Attorney to meet new disclosures required by the state. Ross asked for clarification from the City Attorney regarding Schedule L, which requires disclosure of any “contractual relationship with the Maryland State government, local government in the State, or a quasi-governmental entity of the State or local government,” and whether or not it would require reporting if WSSC (a quasi-governmental entity) provided water and sewage services to a candidate.

Vice Clerk Groenendyk raised the question of how to handle the new state requirement for Financial Disclosures to be posted publicly, either in full or in summary form. Chair Horlick noted that posting the full forms could create a barrier to running. The Commission felt posting publicly the Financial Disclosure cover sheet, indicating which schedules each candidate/official filled out, would be sufficient to provide transparency without unnecessarily posting the full information.

7. Campaign Finance Video

Vice Clerk Groenendyk asked the Commission for feedback on the draft training video he developed to walk through filling out an initial campaign finance report. The Commission thanked him for his work and noted that follow up comments and suggestions would be sent via email.

8. Commission Officers

Per city rules, the Commission must elect a chair and recordkeeper for 2023. Horlick and Ross expressed their willingness to remain in their respective positions for another year, and the Commission approved their continuance on a voice vote.

9. New Business

No new business was presented.

10. Adjournment

Absent an unanticipated need, the next Ethics Commission meeting will be held at 5 pm on February 15, 2023. Commissioners will also participate in the February 1 Candidate Information session.

There being no further business, Chairman Horlick adjourned the meeting at 5:36 p.m. on a voice vote.