

**MINUTES OF KENNESAW ETHICS BOARD MEETING
CITY OF KENNESAW
Ben Robertson Community Center
(2753 Watts Drive, Kennesaw GA 30144)
April 30, 2026
6:30 PM**

1. Call to Order / Roll Call

City Clerk Lea Alvarez called the meeting to order at 6:30 p.m.

Board Members Present: Shannon Ortiz, Donovan Giardina, and Karen McDonald
Board Members Absent: Ron Davis and Dan Salter

Guests Present: City Attorney Sam Hensley, Jr.

2. Approval of the Meeting Minutes

3. Old Business

4. New Business

A. Administrative Overview: Provided by Lea Alvarez, City Clerk

Ms. Alvarez provided a high-level overview of the Ethics Board's administrative structure and procedures. The Board discussed attendance expectations, as well as potential amendments to forms and the governing code. It was agreed that Mr. Hensley, Jr. would review the code and provide redlined revisions, including consideration of adding an Assistant City Attorney to present evidence during hearings.

Ms. Alvarez informed the Board that she will soon begin maternity leave. During her absence, Board members may contact Deputy City Clerk Nick Simpson with any questions or meeting needs. In the interim, Ms. Alvarez will initiate work on the code review and proposed amendments and will follow up with Board members prior to the next meeting to gather potential agenda items for October.

B. Legal Overview: Provided by Sam Hensley, Jr., City Attorney

Mr. Hensley, Jr. provided a high-level overview of the Board's role, authority and procedures for investigations and hearings related to ethics complaints.

C. 2026 Officers Election: Chair, Vice-Chair, and Secretary

Motion by Donovan Giardina to elect Karen McDonald as Chair. Seconded by Shannon Ortiz. Vote taken: 3-0. Motion passed.

Motion by Shannon Ortiz to elect Donovan Giardina as Vice-Chair. Seconded by Karen McDonald. Vote taken: 3-0. Motion passed.

5. Adjourn

The meeting was adjourned at 7:34 p.m.

DRAFT