

CITY OF DOVER ETHICS COMMISSION

DELIBERATION CHECKLIST

DOVER CODE 21-5 Required disclosure by officers and employees; recusal

- A. *"An appointed officer or employee who, whether paid or unpaid, has a direct or indirect financial interest or other private interest in any legislation or matter of official business in the City of Dover and who participates in discussion before or gives official opinion to the Council, or otherwise gives official opinion to the Council, or otherwise participates in the official business of the City of Dover, shall publicly disclose on the official record the nature and extent of such interest. Such disclosures shall be made orally prior to the legislation being discussed as part of a Council meeting agenda, or the officer or employee may elect to file a written specific conflict of interest disclosure statement with the City clerk...."*
3. *Appointed officers and employees with a conflict of interest shall recuse themselves from further participation in the matter. "Recusal" means to immediately remove themselves from discussion and voting. "Recusal" shall also mean the officer or employee councilor is required to physically vacate his or her seat...."*

QUESTION #1: Is Councilor Cullen an appointed officer for the Planning Board?

____(Yes or No)

QUESTION #2: On June 11, 2024, did Councilor Cullen have a financial relationship in a matter involving the business of the City of Dover, to wit: a financial relationship with the presenter and surveyor for DBS Holdings?

____(Yes or No)

QUESTION #2 : On June 11, 2024 did Councilor Cullen participate in a matter of official business of the City of Dover, to wit: the DBS Holdings matter hearing?

____(Yes or No)

QUESTION #3: Did Councilor make an oral disclosure of the nature and extent of the financial relationship or file a written specific disclosure to the City Clerk before participation?

____(Yes or No)

QUESTION #4: Is there Clear and Convincing evidence Councilor Cullen failed to disclose his business relationship with the presenter for DBS Holdings in a timely fashion in violation of Dover Code 21-5?

____(Yes or No)