

# MEMORANDUM

**To:** City Manager Shawn Edmondson

**From:** Assistant City Clerk Danny Mai

**Date:** October 23, 2024

**Subject:** Documentation of Potential Violations by Mayor Beverly Jones

## I. Introduction

This memorandum serves to document actions taken by Mayor Beverly Jones that raise significant legal and ethical concerns. These actions may constitute violations of the City Code of Ordinances and the governing charter, potentially impacting the governance of the city.

## II. Inappropriate Requests for Services

I have experienced multiple requests from Mayor Jones that raise ethical and legal questions, including:

- Soliciting advice regarding the Mayor's resume.
- Requesting consultation services from me, either as favors or for compensation.
- Asking me to prepare her personal resume.
- Attempting to engage me in contract work related to her obligations with her current or former employer.

These requests may contravene Section 2.30 of the City Code, which requires that communication between the Mayor and city employees occur solely through the City Manager.

## III. Timeline of Events

To clarify the frequency and nature of these requests, here is a timeline of notable incidents:

- **February 2024, March 2024, April 2024:** The Mayor solicited advice regarding her resume.
- **February 2024, March 2024:** The Mayor requested consultation services.
- **February 2024:** The Mayor requested that I assist with preparing her personal resume.
- **January 2024, February 2024, March 2024:** The Mayor attempted to engage me in contract work.

## IV. Unauthorized Purchases

1. Mayor Jones has made purchases for city events without following the required protocols for obtaining purchase orders, as mandated by Section 2-58 of the City Code.
2. This spending may pose a risk to the city's fiscal procedures.

## V. Inaction on Key Ordinances and Delays

1. Mayor Jones has not signed several critical ordinances, including 2023-05, 2023-07, 2023-08, 2023-09, 2023-10, and 2023-11. This lack of action could hinder legislative progress.

2. Additionally, there have been consistent delays in signing contracts that have already been approved by the City Council, which may disrupt operational efficiency and project timelines.
3. Such inaction raises questions about her commitment to fulfilling her responsibilities as outlined in Section 2.34 of the City Code.

## **VI. Directing Staff**

1. Despite my reminders regarding the City Charter's stipulations, Mayor Jones has instructed staff members, including myself, in a manner that appears to contradict established governance structures.
2. I have also observed the Mayor exercising her influence over other employees who may not fully understand the charter, potentially leading to similar actions. This behavior may undermine the integrity of our operations.

## **VII. Potential Violations of the Charter**

1. The Mayor's actions may violate Section 2-153 of the charter, which prohibits members of the governing authority from creating the impression that they can be improperly influenced in their official duties.
2. By soliciting assistance from city employees, Mayor Jones raises concerns about maintaining ethical governance.

## **VIII. Impact on Work Environment**

The actions of Mayor Jones have had an observable impact on the work environment. There has been a noticeable shift in employee morale, with some staff members, including the former City Manager, having resigned, citing challenges in working under her leadership.

The current work environment has become more challenging, as employees may feel uncertain about the boundaries of acceptable conduct. This atmosphere may hinder collaboration and productivity, affecting overall operations.

## **IX. Affidavit**

I, Danny Mai, hereby affirm that the contents of this memorandum are true and accurate to the best of my knowledge and belief. I understand that this information may be used in any legal proceedings.

## **X. Legal Disclaimer**

This memorandum is intended solely for documenting concerns regarding Mayor Beverly Jones's actions and potential violations of city ordinances and the governing charter. The information contained herein reflects my observations and experiences as an employee of the city.

This document should not be construed as a legal assertion or analysis. It is intended to provide a factual basis for further investigation and consideration by the appropriate authorities. Any

conclusions drawn from this memorandum should be made in conjunction with a thorough review of the relevant laws, ordinances, and city policies.

#### **XI. Recommendations for Action**

In light of these concerns, I recommend that the City Manager initiate a formal investigation into the Mayor's actions. It is important to ensure accountability and uphold the integrity of our governance structures. Potential actions may include:

- An internal review of the Mayor's conduct concerning city ordinances.
- Consultation with legal counsel to assess the implications of the Mayor's actions.
- Establishment of a clear protocol for employees to report unethical or illegal behavior without fear of retaliation.

#### **XII. Conclusion**

Given the nature of these concerns, I urge immediate action to address these issues. Upholding the integrity of our governance and ensuring accountability in leadership are essential for the benefit of our community.

This memorandum shall serve as a formal record of my observations and concerns and may be utilized in any necessary legal proceedings.

**Thank you for your attention to these important issues.**



**Danny Mai**  
**Assistant City Clerk**