

ATTENDANCE AND CONFLICT OF INTEREST

BOARD/COMMITTEE NAME: _____ **DATE OF THE MEETING:** _____

By signing below, members indicate they were in attendance, confirm they meet the residency requirement (if applicable) and certify they have no conflict of interest* related to any agenda item or declare each conflict of interest. They agree not to participate in a discussion, deliberation, or vote on an agenda item for which they have a conflict of interest.

Members are required to disclose each conflict of interest at all board and committee meetings. Failure to sign this form will result in the member being counted as absent (unexcused absence). Any vote cast by a member who did not sign will **not** be counted.

NOTE: **Attendance is tracked for regular meetings of the board.** Attendance at committee meetings is not considered for purposes of determining the board member's compliance with attendance requirements.

NAME OF BOARD MEMBER	IF YOU HAVE NO CONFLICT OF INTEREST ON ANY AGENDA ITEM, SIGN HERE.	IF YOU HAVE A CONFLICT OF INTEREST, SIGN HERE AND IDENTIFY THE ITEM IN THE NEXT COLUMN.	AGENDA ITEM NUMBER WHERE YOU HAVE THE CONFLICT	I RESIDE WITHIN THE CITY LIMITS -- YES/NO

*A board member has a conflict of interest if City Code Chapter 2-7 or Local Government Code Chapter 171 prohibits the board member from taking action on a vote or decision before the board.