

February 11, 2008

Roslyn Brezin, City Commissioner
City of Sunny Isles Beach
18070 Collins Ave.
Sunny Isles Beach, FL 33160

Via First Class Mail

Re: INQ 08-12, City letterhead stationery may be used to write a letter of recommendation by a City Commissioner if the person for whom the letter is being written is known to the Commissioner in her official capacity as a City Commissioner. See County Ethics Code at Section 2-11.1 (g) *Exploitation of official position prohibited*.

Dear Commissioner Brezin:

This is to memorialize our telephone conversation of February 7, 2008, in which you asked if you may use official city letterhead stationery to write a letter of recommendation for a constituent who is known to you as a volunteer working with children through the City of Sunny Isles Beach Police Department.

As we discussed, you do not violate the Ethics Code at Section 2-11.1 (g), *Exploitation of official position prohibited*, by using city letterhead stationery when the constituent is known to you in your official capacity as a City Commissioner.

I have discussed your matter with Robert Meyers, the Executive Director of the Ethics Commission, and he agrees with this informal opinion limited to the specific facts as presented by you here.

If different circumstances arise, particularly if you wish to write a letter for someone known to you primarily in your private capacity, outside of your activities as a City Commissioner, you are urged to request a formal ethics opinion, which would be heard and rendered by the Ethics Commissioners at a public meeting.

Sincerely,

VICTORIA FRIGO
Staff Attorney