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October 9, 2023

**FIRST CLASS MAIL**  
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Ms. Claudia Rodriguez  
11537 Laura Marie Dr.  
El Paso, TX 79936

**RE: Ethics Complaint filed on August 28, 2023**


Dear Ms. Rodriguez:

As you know, our firm has been retained by the City Attorney for the City of El Paso, Texas (“City”), to assist the City’s Ethics Review Commission regarding the ethics complaint filed against you by Philip Laign on August 28, 2023.

The Commission has scheduled the hearing for **Wednesday November 8, 2023 at 5:30 PM** at City Hall in the Main Room to review and discuss the complaint filed by Mr. Laign. If the hearing is not completed on November 8, 2023, the Commission has also reserved to continue the hearing on **Thursday, November 9, 2023 at 5:30 PM**. Per Section 2.92.190 (F) of the City Code, you have a right to attend the hearing, the right to make a statement, the right to present evidence and present witnesses pursuant to the rules set by the Commission for the hearing, and the right to be accompanied by legal counsel. Please take note that per the Code, your legal counsel, if any, may advise you during the course of the hearing; however, your legal counsel may not personally question or cross-examine witnesses, except if the Commission has granted permission to do so. Please submit your witnesses and exhibits to the City Clerk no later than **November 1, 2023**, so that the Commission may review the exhibits and coordinate the witnesses prior to the date of the hearing.

If you have any questions, please feel free to contact me by email at [fgarza@dtrglaw.com](mailto:fgarza@dtrglaw.com).

Regards,

  
Frank J. Garza  
Special Counsel

cc: Ethics Review Commission Members  
Ms. Karla M. Nieman, City Attorney  
Ms. Laura D. Prine, City Clerk