



Agenda Item: 14.A  
Date of Meeting: July 22, 2024  
Department: City Clerk

## STAFF REPORT

To: City Council  
From: Robin Picken  
Subject: **RESOLUTION - A Resolution Relating to the Local Conflict of Interest Code**  
Prepared On: June 21, 2024  
Attachments: Resolution No. 2023-10 Conflict of Interest Code  
Proposed Resolution No. 2024-XX Conflict of Interest Code

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### Background/History:

Every local agency in California is required to have a Conflict of Interest Code that enumerates the positions within the agency which involve the making or participation in the making of decisions which may foreseeably have a material effect on any financial interest. For each enumerated position, the Code must list the specific types of investments, business positions, interest in real property, and sources of income which are reportable. Codes should also determine the extent to which any "consultant" has any such responsibilities.

If a position is listed within the Code, then the individual(s) in the position must file a Statement of Economic Interest (Form 700) with the City Clerk within 30 days of assuming office, and file annually thereafter by the applicable deadline.

The City must update its Code whenever necessitated by changed circumstances, including the creation of new positions. In every even numbered year, the City must review its code, and take actions relating to the update of its Code pursuant to Government Code Section 87306.5.

Typically, this involves the City Clerk providing a staff report to the City Council detailing whether, and to what extent staff recommends any revisions to its Conflict of Interest Code. If there are such recommended revisions, as is presently the case, the City Council will take action to revise the code by adopting a resolution amending the Conflict of Interest Code, as appropriate. When determining whether revisions or updates to the code are appropriate, the City should consider whether any new or revised positions should be subject to the Code, and whether all positions listed in the Code are still actually positions within the City.

### Analysis/Discussion:

After conducting a review of the current Conflict of Interest Code (Resolution No. 2023-10),

City staff recommended the revised list of designated positions and their respective disclosure categories found on the proposed resolution's appendix.

Economic Impacts:

There is no economic impact.

Budget Impacts:

There are no budget impacts.

Legal Review:

City Attorney Pucci has reviewed this item and finds that the recommended action complies with the law.

Recommended Action:

Council consideration to approve and adopt the proposed resolution pertaining to the local Conflict of Interest Code and repealing Resolution No. 2023-10.

Approved By: Ethan Aukee 6/21/2024

Approved By: Robin Picken 6/21/2024

Approved By: Dean Pucci 7/15/2024

Approved By: Deston Dishion 7/15/2024