LIVERMORE
CALIFORNIA

CITY COUNCIL STAFF REPORT **ITEM NO. 6.2**

DATE: September 28, 2026

TO: Honorable Mayor and City Council

FROM: Marianna A. Burch, City Manager

SUBJECT: Resolution accepting the 2026 Biennial Notice and declaring intent to update the City of Livermore's Conflict of Interest Code.

RECOMMENDED ACTION

Staff recommends the City Council adopt a resolution accepting the 2026 Biennial Notice and declaring its intent to amend the City of Livermore's Conflict of Interest Code, as required by the California Political Reform Act.

SUMMARY

The City of Livermore is required to adopt a Conflict of Interest Code and review it biennially. Staff recommends the City Council adopt a resolution accepting the 2026 Biennial Notice and declaring its intent to amend the City's current Conflict of Interest Code to update the list of positions required to report financial conflicts.

DISCUSSION

The Political Reform Act requires local agencies to adopt a Conflict of Interest Code identifying the public officials, employees, and consultants who must file a Statement of Economic Interests (Form 700). The Code must include positions that make or participate in making governmental decisions that may foreseeably have a material effect on a financial interest. It also assigns disclosure categories specifying the types of financial interests that filers must report based on their decision-making authority.

The City is required to review its Conflict of Interest Code biennially and revise it as necessary to reflect additions, deletions, or other changes to designated positions. The City must also review its disclosure categories to ensure that filers are disclosing the appropriate financial information, as it relates to their public duties. The City most recently reviewed and amended its Conflict of Interest Code on September 23, 2024.

The City's current process for updating its Conflict of Interest Code requires the adoption of an ordinance, including an introductory reading, a second reading and adoption, and a 30-day waiting

period before the ordinance takes effect. To streamline future updates, staff is reviewing the ordinance language to include provisions that would allow the City Council to adopt subsequent amendments by resolution.

However, the Fair Political Practices Commission has established an October 1 deadline for each governing body to determine whether amendments to its Conflict of Interest Code are necessary. Staff reviewed the City's Conflict of Interest Code and identified revisions for positions added to or removed from the City's salary schedule.

Staff recommends that the City Council adopt a resolution declaring its intent to amend the City of Livermore's Conflict of Interest Code, thereby satisfying the October 1 deadline. Staff will finalize the proposed amendments and revised ordinance language and present the ordinance to the City Council for its first reading in October 2026.

FISCAL AND ADMINISTRATIVE IMPACTS

None.

COMMUNITY PILLAR

5: A Community That Works

ATTACHMENTS

1. Conflict of Interest Code
2. Resolution
3. Exhibit A to Resolution: 2026 Local Agency Biennial Notice

Prepared by: Olivia Nashed
City Clerk

Approved by:

Marianna A. Burch
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Fiscal Review by:

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