



## City Council Agenda Item

**City Council Meeting Date:** September 17, 2024

**TO:** Dean Albro, City Manager

**FROM:** Stacey Haddon, City Clerk  
s\_haddon@ci.lompoc.ca.us

**SUBJECT:** Amendment to City of Lompoc's Conflict of Interest Code; Adoption of Resolution No. 6703(24)

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### **Recommendation:**

Staff recommends the City Council adopt Resolution No. 6703(24) (attached) amending the City's Conflict of Interest Code (Code) and accept this memorandum as the report required by Government Code sections 87306 and 87306.5 for biennial review.

### **Background:**

The Political Reform Act of 1974 (Act) requires all public agencies, including cities, adopt and issue conflict of interest codes. The purpose of the Act is to prevent conflicts of interest through disclosure and disqualification.

The Act requires all public officials to disclose their personal financial interests upon assuming office, annually while serving in office, and again upon leaving office.

Additionally, cities must adopt a conflict of interest code designating the city positions required to disclose personal financial interests, and assigning disclosure categories specifying the types of interests to be reported.

The elected officials and designated employees must report their personal financial interests by annually completing a Fair Political Practices Commission Statement of Economic Interests Form 700. That form is filed with the City Clerk's Office.

In addition, the Act requires every local governmental agency to review its conflict of interest code periodically, to determine whether it is accurate and up to date.

All public employees, not just those holding designated positions, must comply with the State's general conflict of interest laws by abstaining from influencing, participating in, or making decisions that could affect their own financial interests.

**Discussion:**

The City Council last amended the Code on October 4, 2022, by adoption of Resolution No. 6549(22). Staff has now conducted the required review and determined amendments are necessary.

Amendments to the Code consist of the following:

- Additions:
  - Accountant
  - Budget Analyst
  - Building Inspector; Senior Building Inspector
  - Communications Supervisor
  - Community Development Director
  - Deputy Fire Marshall/Captain
  - Fleet Maintenance Supervisor
  - Facility and Fleet Manager
  - Human Resources Director
  - Information Technology Manager
  - Parks & Recreation Manager
  - Parks & Recreation Projects Coordinator
  - Permit Coordinator/Building Inspector
  - Plans Examiner/Building Inspector
  - Solid Waste Manager
  - Street Maintenance Supervisor
  - Systems Administrator
  - Transit/Airport Administrator
  - Treasury/Utility Billing Supervisor
  - Urban Forestry Supervisor
  - Wastewater Manager
  - Water Resources Manager
  - Utility Manager
  
- Deletions:
  - Aviation/Transportation Administrator
  - Building/Zoning Inspector; Senior Building/Zoning Inspector
  - Civil Engineering Associate I, II, III
  - Computer Operator/Programmer
  - Economic Development Director/Assistant City Manager
  - Finance Budget Analyst
  - Information Systems Manager
  - Recreation Manager
  - Solid Waste Superintendent
  - Treasury/Utility Billing Staff Supervisor

- Deletions: (cont'd)
  - Utility Conservation Coordinator
  - Utility Engineer
  - Wastewater Superintendent
  - Water Resources Engineer
  - Water Superintendent
  - Wireless Service Administrator

**Fiscal Impact:**

The adoption of Resolution No. 6703(24) has no additional fiscal impact to the City's General Fund. Additional reporting and filing may be required by employees in positions added to Exhibit A of the resolution. The cost for administering and filing required disclosure statements is budgeted in the City Clerk program of the Biennial Budget Fiscal Years 2023-25.

**Conclusion:**

Resolution No. 6703(24) adopts an update to the Code, pursuant to the Act.

Respectfully submitted,

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Stacey Haddon, City Clerk

**APPROVED FOR SUBMITTAL TO THE CITY COUNCIL:**

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Dean Albro, City Manager

Attachment: Resolution No. 6703(24)