



Camarillo City Council

AGENDA REPORT

Date: August 24, 2022

To: Honorable Mayor and City Councilmembers

From: Greg Ramirez, City Manager

Submitted by: Kristy Buxkemper, City Clerk

Subject: Conflict of Interest Code Update

BACKGROUND

The Political Reform Act (Government Code Section 87302) requires every local government agency to review its Conflict of Interest Code biennially. A Conflict of Interest Code tells public officials, governmental employees, and consultants what financial interests they must disclose on their Statement of Economic Interests (Form 700), which are filed annually by all designated filers.

Government Code Section 87306 requires every agency to amend its Conflict of Interest Code when changes occur which could include the creation of new positions which are designated positions, the deletion of old positions, and relevant changes in the duties assigned to existing positions. The code should be reviewed periodically to ensure it is up to date and consistent with the Government Code.

The City of Camarillo routinely reviews the Conflict of Interest Code as required by law and adopts updates as needed.

DISCUSSION

Following an internal review, the list of designated positions has been updated to include positions which have been added, deleted or changed since the last update in 2020.

The attached resolution accurately designates all positions that make, or participate in making, governmental decisions that may have a foreseeable material effect on a filer's financial interest and requires full disclosure for all designated positions, including investments, business positions, interests in real property, and source of income including gifts, loans, and travel payments.

The proposed amendments to the Conflict of Interest Code designated filers include:

<u>Positions Added:</u>	<u>Reason for Addition:</u>
<ul style="list-style-type: none">• Information Systems Manager• Planning Manager• Code Compliance Manager• Deputy Director of Public Works/Capital Projects• Environmental Resources Manager	Required filers due to designated authority to make decisions that have a material effect on financial interests.

<u>Positions Changed:</u>	<u>Reason for Change:</u>
<ul style="list-style-type: none">• Human Resources Manager	Recategorize to the City Manager's Department/Administration classification

<u>Positions Removed:</u>	<u>Reason for Deletion:</u>
<ul style="list-style-type: none">• Deputy Director Public Works / Transportation	Not an approved position on classification plan
<ul style="list-style-type: none">• Engineering Technician I/II/III (Transit)	Not required / Does not possess required authority
<ul style="list-style-type: none">• Supervising Public Works Inspector• Public Works Inspector• Water Inspector• Stormwater Program Manager• Stormwater Inspector• Stormwater Assistant	Not an approved position on classification plan / duties being performed by "consultants"
<ul style="list-style-type: none">• Rent Review Mediation Commission Members	Commission removed in 1/2022

The added positions will be registered as designated filers and required to submit annual Form 700 statements beginning in April 2023. The Conflict of Interest Code will be reviewed again in 2024.

FISCAL IMPACT

There is no budget impact as a result of this action.

RECOMMENDATION

Adopt a Resolution amending the City's Conflict of Interest Code.

ATTACHMENTS

1. Resolution and Exhibit A with proposed changes

REFERENCE MATERIALS – AVAILABLE FOR REVIEW AT CITY HALL

None