



CITY CLERK DEPARTMENT  
Long Beach, California

**C-4**

LARRY HERRERA  
City Clerk

ADMINISTRATIVE DIVISION

Monique De La Garza  
Administrative Officer

ELECTIONS BUREAU

Poonam Davis  
City Clerk Bureau Manager

LEGISLATIVE BUREAU

Merianne Nakagawa  
City Clerk Bureau Manager

November 15, 2011

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

RECOMMENDATION:

Recommendation to receive and approve changes to the Conflict of Interest Code of the City of Long Beach Human Resources Department.

DISCUSSION

The Human Resources Department had adopted and forwarded for review a change in its Conflict of Interest Code.

The City Council is the code reviewing body for all departments and advisory bodies, commissions and committees that have previously adopted conflict of interest codes. Government Code Section 87306 provides that agencies shall amend its Conflict of Interest Code when change is necessitated by circumstances, including the creation of new positions, which must be designated pursuant to subdivision (a) of Government Code Section 87302. The proposed version of Schedule "A" has been reviewed and approved by Heather A. Mahood, Chief Assistant City Attorney.

FISCAL IMPACT

None.

SUGGESTED ACTION:

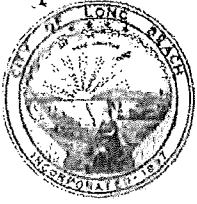
Approve Recommendation.

Respectfully submitted,

Handwritten signature of Larry G. Herrera in black ink.

LARRY G. HERRERA  
CITY CLERK

Attachments



**City of Long Beach**  
*Working Together to Serve*

**Memorandum**

**Date:** October 27, 2011

**To:** Heather A. Mahood, Chief Assistant City Attorney

**From:** David C. Gonzalez, <sup>dy</sup> Manager, Human Resources Department

**Subject:** Conflict of Interest Code Revision

In accordance with the Biennial Conflict of Interest Code review process, the City Clerk Department request that you review and approve the attached amended changes to Exhibit "A"

**Community Development Analyst** was added to Exhibit "A".

Your review, approval, and return of the attached revised Exhibit "A" to the Human Resources Department is appreciated. Please contact me at x5045 should you have any questions.

Thank you for your assistance.

APPROVED AS TO FORM AND RETURNED

10/28, 2011  
ROBERT E. SHANNON, City Attorney

BY [Signature]  
HEATHER A. MAHOOD  
ASSISTANT CITY ATTORNEY



### Conflict of Interest Code EXHIBIT A (Final Draft)

Entity: City of Long Beach  
Agency: Human Resources Department



Position	Disclosure Category	Files With
Administrative Analyst	LBC-01	City Clerk
City Safety Officer	LBC-01	City Clerk
Community Development Analyst	LBC-01	City Clerk
Community Development Specialist	LBC-01	City Clerk
Consultant	LBC-01	City Clerk
Development Project Manager	LBC-01	City Clerk
Director of Human Resources	LBC-01	City Clerk
Employee Benefits and Services Officer	LBC-01	City Clerk
Equal Opportunity/ADA Officer	LBC-01	City Clerk
Executive Director - Regional Workforce Investment Network	LBC-01	City Clerk
Human Resource Officer	LBC-01	City Clerk
Manager - Administration	LBC-01	City Clerk
Manager - Personnel Operations	LBC-01	City Clerk
Manager - Risk and Occupational Health Services	LBC-01	City Clerk
Occupational Health Services Officer	LBC-01	City Clerk
Special Projects Officer	LBC-01	City Clerk
Workforce Development Officer	LBC-01	City Clerk

Total: 17



### Disclosure Descriptions EXHIBIT B (Final Draft)

Entity: City of Long Beach  
Agency: Human Resources Department

Disclosure Category	Disclosure Description
LBC-01	All interests in real property located in Long Beach or within two miles of any land owned or used by the City of Long Beach, as well as investments, business positions and sources of income (including gifts, loans and travel payments).

Total: 1