



CITY CLERK DEPARTMENT
Long Beach, California

C-6

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

December 6, 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 Harbor Department, Health and Human Services Department, and Development Services Department.

DISCUSSION

The Harbor Department, Health and Human Services Department, and Development Services Department have adopted and forwarded for review a change in their 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,

LARRY G. HERRERA
CITY CLERK


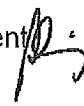
Attachments



City of Long Beach
Working Together to Serve

RECEIVED **Memorandum**
CITY CLERK
LONG BEACH, CA

11 NOV 16 AM 9:40

Date: November 8, 2011
To: Heather A. Mahood, Chief Assistant City Attorney
From:  Margaret Huebner, Director of Human Resources – Harbor 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"

Senior Electrical Inspector was added to Exhibit "A".


Your review, approval, and return of the attached revised Exhibit "A" to the Human Resources Department is appreciated.

Thank you for your assistance.

APPROVED AS TO FORM AND RETURNED

 11/11 2011
ROBERT E. SHANNON, City Attorney

BY


HEATHER A. MAHOOD
ASSISTANT CITY ATTORNEY

Conflict of Interest Code EXHIBIT A (Final Draft)

Entity: City of Long Beach

Agency: Harbor Department

Position	Disclosure Category	Files With	Status
Assistant Chief Financial Officer	LBC-01	City Clerk	Unchanged
Assistant Director of Communications	LBC-01	City Clerk	Unchanged
Assistant Director of Environmental Planning	LBC-01	City Clerk	Unchanged
Assistant Director of Human Resources	LBC-01	City Clerk	Unchanged
Assistant Director of Information Systems	LBC-01	City Clerk	Unchanged
Assistant Director of Real Estate	LBC-01	City Clerk	Unchanged
Assistant Director of Security - Homeland	LBC-01	City Clerk	Unchanged
Assistant Managing Director Engineering/Chief Harbor Enginee	LBC-01	City Clerk	Unchanged
Assistant Marketing Manager I	LBC-01	City Clerk	Unchanged
Assistant Marketing Manager II	LBC-01	City Clerk	Unchanged
Assistant Marketing Manager III	LBC-01	City Clerk	Unchanged
Assistant Terminal Services Manager	LBC-01	City Clerk	Unchanged
Assistant to Executive Director	LBC-01	City Clerk	Unchanged
Assistant Traffic Manager	LBC-01	City Clerk	Unchanged
Chief Construction Inspector	LBC-01	City Clerk	Unchanged
Chief Financial Officer	LBC-01	City Clerk	Unchanged
Chief Port Security Officer	LBC-01	City Clerk	Unchanged
Chief Surveyor	LBC-01	City Clerk	Unchanged
Chief Wharfinger/Terminal Services Manager	LBC-01	City Clerk	Unchanged
Construction Inspector I	LBC-01	City Clerk	Unchanged
Construction Inspector II	LBC-01	City Clerk	Unchanged
Consultant	LBC-01	City Clerk	Unchanged
Deputy Chief Harbor Engineer I	LBC-01	City Clerk	Unchanged
Deputy Chief Harbor Engineer II	LBC-01	City Clerk	Unchanged
Deputy Executive Director - Harbor	LBC-01	City Clerk	Unchanged
Deputy Executive Officer to the Board of Harbor Commission	LBC-01	City Clerk	Unchanged
Director of Communications	LBC-01	City Clerk	Unchanged
Director of Community Relations and Governmental Affairs	LBC-01	City Clerk	Unchanged
Director of Construction Management	LBC-01	City Clerk	Unchanged
Director of Engineering Design	LBC-01	City Clerk	Unchanged

Conflict of Interest Code EXHIBIT A (Final Draft)

Entity: City of Long Beach

Agency: Harbor Department

Position	Disclosure Category	Files With	Status
Director of Environmental Planning	LBC-01	City Clerk	Unchanged
Director of Human Resources and Support Services	LBC-01	City Clerk	Unchanged
Director of Information Management	LBC-01	City Clerk	Unchanged
Director of Maintenance	LBC-01	City Clerk	Unchanged
Director of Planning	LBC-01	City Clerk	Unchanged
Director of Program Management	LBC-01	City Clerk	Unchanged
Director of Real Estate	LBC-01	City Clerk	Unchanged
Director of Risk Management	LBC-01	City Clerk	Unchanged
Director of Security	LBC-01	City Clerk	Unchanged
Director of Trade Relations & Maritime Services	LBC-01	City Clerk	Unchanged
Director of Transportation Planning	LBC-01	City Clerk	Unchanged
Executive Director - Harbor	LBC-01	City Clerk	Unchanged
Executive Officer for Board of Harbor Commissioners	LBC-01	City Clerk	Unchanged
Executive Secretary - Harbor	LBC-01	City Clerk	Unchanged
Executive Secretary of the Board	LBC-01	City Clerk	Unchanged
Financial Reporting/Control Officer	LBC-01	City Clerk	Unchanged
Harbor Maintenance Superintendent I	LBC-01	City Clerk	Unchanged
Harbor Maintenance Superintendent II	LBC-01	City Clerk	Unchanged
Manager of Accounting	LBC-01	City Clerk	Unchanged
Manager of Business Continuity/Safety	LBC-01	City Clerk	Unchanged
Manager of Contract Administration	LBC-01	City Clerk	Unchanged
Manager of Emergency Management	LBC-01	City Clerk	Unchanged
Manager of Facilities Maintenance	LBC-01	City Clerk	Unchanged
Manager of Fleet/Green Operations	LBC-01	City Clerk	Unchanged
Manager of Infrastructure	LBC-01	City Clerk	Unchanged
Manager of Maritime Services	LBC-01	City Clerk	Unchanged
Manager of Port Projects	LBC-01	City Clerk	Unchanged
Manager of Rail Transportation Systems	LBC-01	City Clerk	Unchanged
Manager of Strategic Planning	LBC-01	City Clerk	Unchanged
Managing Director	LBC-01	City Clerk	Unchanged
Market Research Economist	LBC-01	City Clerk	Unchanged

Conflict of Interest Code EXHIBIT A (Final Draft)

Entity: City of Long Beach

Agency: Harbor Department

Position	Disclosure Category	Files With	Status
Marketing Manager	LBC-01	City Clerk	Unchanged
Port Communications Officer	LBC-01	City Clerk	Unchanged
Port Financial Analyst I	LBC-01	City Clerk	Unchanged
Port Financial Analyst II	LBC-01	City Clerk	Unchanged
Port Financial Analyst III	LBC-01	City Clerk	Unchanged
Port Leasing Sales Officer I	LBC-01	City Clerk	Unchanged
Port Leasing Sales Officer II	LBC-01	City Clerk	Unchanged
Port Leasing Sales Officer III	LBC-01	City Clerk	Unchanged
Port Leasing Sales Officer IV	LBC-01	City Clerk	Unchanged
Port Leasing Sales Officer V	LBC-01	City Clerk	Unchanged
Principal Construction Inspector	LBC-01	City Clerk	Unchanged
Senior Civil Engineer	LBC-01	City Clerk	Unchanged
Senior Electrical Inspector	LBC-01	City Clerk	Added
Senior Port Leasing Officer	LBC-01	City Clerk	Unchanged
Senior Program Manager	LBC-01	City Clerk	Unchanged
Senior Structural Engineer	LBC-01	City Clerk	Unchanged
Senior Traffic Engineer	LBC-01	City Clerk	Unchanged
Supervisor of Store & Property	LBC-01	City Clerk	Unchanged
Terminal Services Manager	LBC-01	City Clerk	Unchanged
Traffic Manager	LBC-01	City Clerk	Unchanged
Transportation Development Manager	LBC-01	City Clerk	Unchanged

Total: 82

Disclosure Descriptions EXHIBIT B (Final Draft)

Entity: City of Long Beach

Agency: Harbor Department

Disclosure Category	Disclosure Description	Status
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).	Unchanged

Total: 1



City of Long Beach
Working Together to Serve

RECEIVED *Memorandum*
CITY CLERK
LONG BEACH, CA

11 NOV 16 AM 10:21

Date: November 8, 2011
To: Heather A. Mahood, Chief Assistant City Attorney
From: Alan Dybas
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"

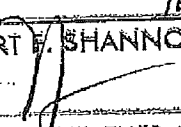
Community Development Specialist
Special Project Officer
Manager - Housing Authority
Housing Assistance Officer
Administrative Analyst
were added to Exhibit "A".

Your review, approval, and return of the attached revised Exhibit "A" to the Health and Human Services Department is appreciated.

Thank you for your assistance.

APPROVED AS TO FORM AND RETURNED

11/10, 2011
ROBERT E. SHANNON, City Attorney

BY 
HEATHER A. MAHOOD
ASSISTANT CITY ATTORNEY

NOV 10 2011 10:21 AM
CITY CLERK
LONG BEACH, CA

Conflict of Interest Code EXHIBIT A (Final Draft)

Entity: City of Long Beach

Agency: Health and Human Services Department

Position	Disclosure Category	Files With	Status
Administrative Analyst	LBC-01	City Clerk	Added
Administrative Officer	LBC-01	City Clerk	Unchanged
Animal Care Services Bureau Manager	LBC-01	City Clerk	Deleted
City Health Officer	LBC-01	City Clerk	Unchanged
Community Development Specialist	LBC-01	City Clerk	Added
Community Health Services Bureau Manager	LBC-01	City Clerk	Added
Contract/Consultant	LBC-01	City Clerk	Unchanged
Director of Health & Human Service	LBC-01	City Clerk	Unchanged
Environmental Health Bureau Manager	LBC-01	City Clerk	Unchanged
Environmental Health Specialist I	LBC-01	City Clerk	Unchanged
Environmental Health Specialist II	LBC-01	City Clerk	Unchanged
Environmental Health Specialist III	LBC-01	City Clerk	Unchanged
Environmental Health Specialist IV	LBC-01	City Clerk	Unchanged
Financial Services Officer	LBC-01	City Clerk	Unchanged
Hazardous Materials Officer	LBC-01	City Clerk	Deleted
Homeless Services Officer	LBC-01	City Clerk	Unchanged
Housing Assistance Officer	LBC-01	City Clerk	Added
Human and Social Services Bureau Manager	LBC-01	City Clerk	Deleted
Independent Consultant	LBC-01	City Clerk	Unchanged
Laboratory Services Officer	LBC-01	City Clerk	Unchanged
Manager- Housing Authority	LBC-01	City Clerk	Added
Medical Social Worker I	LBC-01	City Clerk	Unchanged
Medical Social Worker II	LBC-01	City Clerk	Unchanged
Nursing Services Officer	LBC-01	City Clerk	Unchanged
Nutrition Services Officer	LBC-01	City Clerk	Unchanged
Occupational Health Services Officer	LBC-01	City Clerk	Deleted
Preventive Health Services Bureau Manager	LBC-01	City Clerk	Unchanged
Preventive Health Services Officer	LBC-01	City Clerk	Unchanged
Public Health Bureau Manager	LBC-01	City Clerk	Deleted
Public Health Physician	LBC-01	City Clerk	Unchanged
Public Health Professional I	LBC-01	City Clerk	Unchanged

Conflict of Interest Code EXHIBIT A (Final Draft)

Entity: City of Long Beach

Agency: Health and Human Services Department

Position	Disclosure Category	Files With	Status
Public Health Professional II	LBC-01	City Clerk	Unchanged
Public Health Professional III	LBC-01	City Clerk	Unchanged
Rehabilitation Services Officer	LBC-01	City Clerk	Deleted
Special Projects Officer- Housing	LBC-01	City Clerk	Added
Support Services Bureau Manager	LBC-01	City Clerk	Unchanged

Total: 36



City of Long Beach
Working Together to Serve

Memorandum

RECEIVED
CITY CLERK
LONG BEACH, CA

11 NOV 16 AM 9:40

Date: November 10, 2011
To: Heather Mahood, Chief Assistant City Attorney
From: Georgia ^{Shannon} Pohn, Special Projects Officer, Development Services
Subject: Conflict of Interest Code – Schedule A

The Department of Development Services is proposing the following changes to its Conflict of Interest Code Schedule A:

Additions:

- Public Health Professional

Deletions:

- Housing Operations Officer
- Manager – Planning
- Real Estate Technician

Should you have any questions, please contact me at 86038.

Attachment

/gp
c:\COIAtty.doc

APPROVED AS TO FORM AND RETURNED

11/11, 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: Development Services Department

Position	Disclosure Category	Files With	Status
Administrative Analyst	LBC-01	City Clerk	Unchanged
Administrative Analyst - NC	LBC-01	City Clerk	Unchanged
Administrative Officer	LBC-01	City Clerk	Unchanged
Chief Building Inspector	LBC-01	City Clerk	Unchanged
Civil Engineer	LBC-01	City Clerk	Unchanged
Code Enforcement Officer	LBC-01	City Clerk	Unchanged
Combination Building Inspector	LBC-01	City Clerk	Unchanged
Combination Building Inspector Aide	LBC-01	City Clerk	Unchanged
Communications Officer	LBC-01	City Clerk	Unchanged
Community Development Analyst	LBC-01	City Clerk	Unchanged
Community Development Specialist	LBC-01	City Clerk	Unchanged
Consultant	LBC-01	City Clerk	Unchanged
Deputy Director of Development Services	LBC-01	City Clerk	Unchanged
Development Project Manager	LBC-01	City Clerk	Unchanged
Director of Development Services	LBC-01	City Clerk	Unchanged
Engineering and Development Services Officer	LBC-01	City Clerk	Unchanged
Executive Assistant	LBC-01	City Clerk	Unchanged
Financial Services Officer	LBC-01	City Clerk	Unchanged
General Supt - Development Services	LBC-01	City Clerk	Unchanged
Historic Preservation Officer	LBC-01	City Clerk	Unchanged
Housing Development Officer	LBC-01	City Clerk	Unchanged
Housing Operations Officer	LBC-01	City Clerk	Deleted
Housing Rehabilitation Counselor	LBC-01	City Clerk	Unchanged
Housing Rehabilitation Officer	LBC-01	City Clerk	Unchanged
Inspection Services Officer	LBC-01	City Clerk	Unchanged
Mgr - Admin & Financial Services	LBC-01	City Clerk	Unchanged
Mgr - Housing Services	LBC-01	City Clerk	Unchanged
Mgr - Neighborhood Services	LBC-01	City Clerk	Unchanged
Mgr - Planning	LBC-01	City Clerk	Deleted
Neighborhood Improvement Officer	LBC-01	City Clerk	Unchanged
Neighborhood Resources Officer	LBC-01	City Clerk	Unchanged

Conflict of Interest Code EXHIBIT A (Final Draft)

Entity: City of Long Beach

Agency: Development Services Department

Position	Disclosure Category	Files With	Status
Plan Checker - Electrical	LBC-01	City Clerk	Unchanged
Plan Checker - Mechanical	LBC-01	City Clerk	Unchanged
Plan Checker - Plumbing	LBC-01	City Clerk	Unchanged
Planner	LBC-01	City Clerk	Unchanged
Planning Officer	LBC-01	City Clerk	Unchanged
Principal Building Inspector	LBC-01	City Clerk	Unchanged
Public Health Professional	LBC-01	City Clerk	Added
Real Estate Technician	LBC-01	City Clerk	Deleted
Redevelopment Administrator	LBC-01	City Clerk	Unchanged
Redevelopment Project Officer	LBC-01	City Clerk	Unchanged
Rehabilitation Services Officer	LBC-01	City Clerk	Unchanged
Senior Civil Engineer	LBC-01	City Clerk	Unchanged
Senior Combination Building Inspector	LBC-01	City Clerk	Unchanged
Senior Electrical Inspector	LBC-01	City Clerk	Unchanged
Senior Mechanical Inspector	LBC-01	City Clerk	Unchanged
Senior Plumbing Inspector	LBC-01	City Clerk	Unchanged
Senior Structural Engineer	LBC-01	City Clerk	Unchanged
Special Projects Officer	LBC-01	City Clerk	Unchanged
Superintendent of Building and Safety	LBC-01	City Clerk	Unchanged

Total: 50