

July 14, 2020

**C-3**

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

RECOMMENDATION:

Recommendation that City Council receive and approve Initial Conflict of Interest Code filed, in compliance with State law.

DISCUSSION

The Political Reform Act requires the City to adopt initial conflict of interest codes. Government Code Section 87303 requires that each local government agency conduct a review of the conflict of interest codes for an agency. If any amendments are necessary, the proposed amendment(s) should be submitted to the City Council. The following agencies have submitted Exhibit "A" for review:

- City Clerk Department
- Financial Management Department
- Library Services
- Parks, Recreation and Marine Department
- Energy Resources Department
- Fourth Street Parking and Business Improvement Area
- East Anaheim Street Parking and Business Improvement Area

FISCAL IMPACT

None.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



MONIQUE DE LA GARZA  
CITY CLERK

Enclosures,

MD:pm



RECEIVED  
CITY CLERK  
LONG BEACH, CA

2020 JUN 25 AM 11:13

**Date:** June 19, 2020  
**To:** Michael Mais, Assistant City Attorney  
**From:** Phillip McGowan, City Clerk Specialist  
**Subject:** Biennial Review 2020 - Conflict of Interest Code Revision

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In accordance with the Conflict of Interest Code Amendment review process, the City Clerk Department requests that you review and approve the attached Summary & Exhibit "A".

The following agencies have been modified (see Summary & Exhibit "A"):

- City Clerk Department
- Financial Management Department
- Library Services
- Parks, Recreation and Marine Department
- Energy Resources Department
- Fourth Street Parking and Business Improvement Area
- East Anaheim Street Parking and Business Improvement Area

Your review and approval of the attached document is greatly appreciated.

APPROVED:

  
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for MICHAEL MAIS  
ASSISTANT CITY ATTORNEY



# Conflict of Interest Code EXHIBIT A (Final Draft)

Entity: City of Long Beach

Agency: City Clerk Department

Position	Disclosure Category	Files With	Status
Administrative Officer	LBC-01	City Clerk	Unchanged
Assistant City Clerk	LBC-01	City Clerk	Unchanged
Bureau Manager	LBC-01	City Clerk	Deleted
<b>Reason:</b> No longer in budget			
City Clerk	LBC-01	City Clerk	Unchanged
Operations Manager	LBC-01	City Clerk	Deleted
<b>Reason:</b> No longer in budget			

**Total: 5**



# Conflict of Interest Code EXHIBIT A (Final Draft)

**Entity:** City of Long Beach

**Agency:** Financial Management Department

Position	Disclosure Category	Files With	Status
Accounting Operations Officer	LBC-01	City Clerk	Unchanged
Administrative Officer	LBC-01	City Clerk	Unchanged
Assistant City Controller	LBC-01	City Clerk	Unchanged
Asst. Director - Financial Management	LBC-01	City Clerk	Unchanged
Budget Analysis Officer	LBC-01	City Clerk	Unchanged
Budget Management Officer	LBC-01	City Clerk	Unchanged
Business Services Officer	LBC-01	City Clerk	Unchanged
Buyer	LBC-01	City Clerk	Unchanged
City Controller	LBC-01	City Clerk	Unchanged
Controls Operations Officer	LBC-01	City Clerk	Unchanged
Customer Services Officer	LBC-01	City Clerk	Unchanged
Director of Financial Management	LBC-01	City Clerk	Unchanged
Financial Services Officer	LBC-01	City Clerk	Unchanged
Financial Systems Officer	LBC-01	City Clerk	Deleted
<b>Reason:</b> FY20			
Fleet Finance Officer	LBC-01	City Clerk	Unchanged
Labor Compliance Officer	LBC-01	City Clerk	Unchanged
License Inspector	LBC-01	City Clerk	Unchanged
Manager - Budget & Performance Management Bureau	LBC-01	City Clerk	Unchanged
Manager - Business Relations	LBC-01	City Clerk	Unchanged
Manager - Commercial Services Bureau	LBC-01	City Clerk	Unchanged
Manager - Financial Controls Bureau	LBC-01	City Clerk	Deleted
<b>Reason:</b> FY20			
Manager - Fleet Services	LBC-01	City Clerk	Unchanged
Payroll Officer	LBC-01	City Clerk	Added
<b>Reason:</b> FY2020			
Purchasing Agent	LBC-01	City Clerk	Unchanged
Revenue Management Officer	LBC-01	City Clerk	Unchanged
Special Projects Officer	LBC-01	City Clerk	Unchanged
Superintendent - Fleet Acquisition	LBC-01	City Clerk	Unchanged
Superintendent - Fleet Maintenance	LBC-01	City Clerk	Unchanged
Superintendent - Towing Operations/Lien Sales	LBC-01	City Clerk	Unchanged



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

**Entity:** City of Long Beach

**Agency:** Financial Management Department

Position	Disclosure Category	Files With	Status
Treasury Operations Officer	LBC-01	City Clerk	Unchanged

**Total: 30**

### OFFICIALS WHO ARE SPECIFIED IN GOVERNMENT CODE SECTION 87200

Officials who are specified in Government Code section 87200 (including officials who manage public investments, as defined by 2 Cal. Code of Regs. § 18701 (b)), are NOT subject to the Agency's Conflict of Interest Code, but are subject to the disclosure requirements of the Political Reform Act, Government Code section 87100, et seq. Gov't Code § 87203. These positions are listed here for informational purposes only.

The positions listed below are officials who are specified in Government Code section 87200:

Treasurer	Files with	FPPC	Unchanged
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The disclosure requirements for these positions are set forth in Government Code section 87200, et. seq. They require the disclosure of interests in real property in the agency's jurisdiction, as well as investments, business positions and sources of income (including gifts, loans and travel payments).



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

**Entity:** City of Long Beach

**Agency:** Library Services Department

Position	Disclosure Category	Files With	Status
Accounting Clerk	LBC-01	City Clerk	Unchanged
Administrative Analyst III	LBC-01	City Clerk	Renamed
<b>Reason:</b> FY20			
Administrative Officer	LBC-01	City Clerk	Unchanged
Department Librarian	LBC-01	City Clerk	Deleted
<b>Reason:</b> FY20			
Director of Library Services	LBC-01	City Clerk	Unchanged
Financial Services Officer	LBC-01	City Clerk	Added
<b>Reason:</b> FY20			
General Librarian	LBC-01	City Clerk	Deleted
<b>Reason:</b> FY20			
Library Youth Services Officer	LBC-01	City Clerk	Deleted
<b>Reason:</b> FY20			
Manager - Automated Services Bureau	LBC-01	City Clerk	Unchanged
Manager - Branch Library Services Bureau	LBC-01	City Clerk	Unchanged
Manager - Main Library Services Bureau	LBC-01	City Clerk	Unchanged

**Total: 11**



# Conflict of Interest Code EXHIBIT A (Final Draft)

**Entity:** City of Long Beach

**Agency:** Parks, Recreation and Marine Department

Position	Disclosure Category	Files With	Status
Administrative Analyst	LBC-01	City Clerk	Unchanged
Community Information Officer	LBC-01	City Clerk	Unchanged
Contract Management Officer	LBC-01	City Clerk	Unchanged
Department Safety Officer	LBC-01	City Clerk	Unchanged
Director	LBC-01	City Clerk	Unchanged
Executive Assistant	LBC-01	City Clerk	Unchanged
Financial Services Officer	LBC-01	City Clerk	Unchanged
Manager - Animal Care Services	LBC-01	City Clerk	Unchanged
Manager - Business Operations	LBC-01	City Clerk	Unchanged
Manager - Maintenance Operations	LBC-01	City Clerk	Unchanged
Manager - Marine Operations	LBC-01	City Clerk	Unchanged
Manager - Park Planning	LBC-01	City Clerk	Added
<b>Reason:</b> FY20			
Manager - Recreation Services	LBC-01	City Clerk	Unchanged
Park Development Officer	LBC-01	City Clerk	Unchanged
Recreation Superintendent	LBC-01	City Clerk	Unchanged
Special Projects Officer	LBC-01	City Clerk	Unchanged
Superintendent - Marina Operations	LBC-01	City Clerk	Unchanged
Superintendent - Park Maintenance	LBC-01	City Clerk	Unchanged
Superintendent - Personnel and Training	LBC-01	City Clerk	Unchanged

**Total: 19**



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

**Entity:** City of Long Beach

**Agency:** Energy Resources Department

Position	Disclosure Category	Files With	Status
Administrative Analyst I-III	LBC-01	City Clerk	Unchanged
Administrative Officer	LBC-01	City Clerk	Unchanged
Chief Construction Inspector	LBC-01	City Clerk	Unchanged
Construction Inspector II	LBC-01	City Clerk	Unchanged
Consultant	LBC-01	City Clerk	Unchanged
Corrosion Control Supervisor	LBC-01	City Clerk	Added
<b>Reason:</b> FY20			
Customer Services Officer	LBC-01	City Clerk	Unchanged
Department Safety Officer	LBC-01	City Clerk	Unchanged
Director	LBC-01	City Clerk	Unchanged
Division Engineer - Oil Properties	LBC-01	City Clerk	Unchanged
Energy Services Officer	LBC-01	City Clerk	Unchanged
Executive Assistant	LBC-01	City Clerk	Unchanged
Financial Services Officer	LBC-01	City Clerk	Unchanged
Gas Distribution Supervisor II	LBC-01	City Clerk	Unchanged
Gas Maintenance Supervisor II	LBC-01	City Clerk	Unchanged
Gas Pipeline Compliance Officer	LBC-01	City Clerk	Unchanged
General Maintenance Supervisor II	LBC-01	City Clerk	Added
<b>Reason:</b> FY20			
Manager - Business Operations	LBC-01	City Clerk	Unchanged
Manager - Construction & Pipeline Maintenance	LBC-01	City Clerk	Unchanged
Manager - Electric Generation	LBC-01	City Clerk	Unchanged
Manager - Engineering & Regulatory Compliance	LBC-01	City Clerk	Unchanged
Manager - Gas Services	LBC-01	City Clerk	Unchanged
Manager - Oil Planning & Operations	LBC-01	City Clerk	Unchanged
Principal Construction Inspector	LBC-01	City Clerk	Unchanged
Senior Mechanical Engineer	LBC-01	City Clerk	Unchanged
SERFF Operations Officer	LBC-01	City Clerk	Unchanged
Superintendent - Engineering	LBC-01	City Clerk	Unchanged
Superintendent - Operations	LBC-01	City Clerk	Unchanged
Superintendent - Pipeline Construction & Maintenance	LBC-01	City Clerk	Unchanged





# Conflict of Interest Code EXHIBIT A (Final Draft)

Entity: City of Long Beach

Agency: Energy Resources Department

Position	Disclosure Category	Files With	Status
Supervisor - Stores and Property	LBC-01	City Clerk	Added
<b>Reason:</b> FY20			
Utility Services Officer	LBC-01	City Clerk	Added
<b>Reason:</b> FY20			

Total: 31



# Conflict of Interest Code EXHIBIT A (Final Draft)

**Entity:** Boards and Commissions

**Agency:** Fourth Street Parking and Business Improvement Area

Position	Disclosure Category	Files With	Status
Commissioner/Board Member	LBC-01	City Clerk	Added
<b>Reason:</b> New agency			

**Total:** 1



# Conflict of Interest Code EXHIBIT A (Final Draft)

**Entity:** Boards and Commissions

**Agency:** East Anaheim Street Parking and Business Improvement Area

Position	Disclosure Category	Files With	Status
Commissioner/Board Member	LBC-01	City Clerk	Added
<b>Reason:</b> New agency			

**Total: 1**