

November 16, 2021

**C-2**

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:

- Civil Service Department
- Financial Management Department
- Health and Human Services Department
- Long Beach Airport Department

**FISCAL IMPACT**

None.

**SUGGESTED ACTION:**

Approve recommendation.

Respectfully submitted,



MONIQUE DE LA GARZA  
CITY CLERK

Enclosures,

MD:pm



**Date:** November 5, 2021  
**To:** Michael Mais, Assistant City Attorney  
**From:** Phillip McGowan, City Clerk Specialist  
**Subject:** Conflict of Interest Code Revision – Civil Service Department

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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 amended changes to Exhibit "A".

The following positions have been added/modified (see Exhibit "A"):

- Deputy Director
- Employment Services Officer

Your review and approval of the attached revised Exhibit "A" is greatly appreciated.

APPROVED:

  
\_\_\_\_\_  
MICHAEL MAIS  
ASSISTANT CITY ATTORNEY



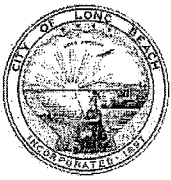
# Conflict of Interest Code EXHIBIT A (Final Draft)

**Entity:** City of Long Beach

**Agency:** Civil Service Department

Position	Disclosure Category	Files With	Status
Administrative Officer	LBC-01	City Clerk	Unchanged
Deputy Director	LBC-01	City Clerk	Added
<b>Reason:</b> FY22			
Employment Services Officer	LBC-01	City Clerk	Added
<b>Reason:</b> FY22			
Executive Assistant	LBC-01	City Clerk	Unchanged
Executive Director	LBC-01	City Clerk	Unchanged
Recruitment & Selection Officer	LBC-01	City Clerk	Unchanged
Special Projects Officer	LBC-01	City Clerk	Unchanged

**Total: 7**



**Date:** November 5, 2021  
**To:** Michael Mais, Assistant City Attorney  
**From:** Phillip McGowan, City Clerk Specialist  
**Subject:** Conflict of Interest Code Revision – Financial Management Department

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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 amended changes to Exhibit "A".

The following positions have been added/modified (see Exhibit "A"):

- Asst. Buyer
- Controls Operations Officer

Your review and approval of the attached revised Exhibit "A" is greatly appreciated.

APPROVED:

  
\_\_\_\_\_  
MICHAEL MAIS  
ASSISTANT CITY ATTORNEY



## 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. Buyer	LBC-01	City Clerk	Added
<b>Reason:</b> FY 22			
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	Deleted
<b>Reason:</b> FY 22			
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
Fleet Finance Officer	LBC-01	City Clerk	Unchanged
Grants Accounting 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 - Fleet Services	LBC-01	City Clerk	Unchanged
Payroll Officer	LBC-01	City Clerk	Unchanged
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



# Conflict of Interest Code EXHIBIT A (Final Draft)

**Entity:** City of Long Beach

**Agency:** Financial Management Department

Position	Disclosure Category	Files With	Status
Superintendent - Towing Operations/Lien Sales	LBC-01	City Clerk	Unchanged
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).



**Date:** November 5, 2021  
**To:** Michael Mais, Assistant City Attorney  
**From:** Phillip McGowan, City Clerk Specialist  
**Subject:** Conflict of Interest Code Revision – Health and Human Services Department

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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 amended changes to Exhibit "A".

The following positions have been added/modified (see Exhibit "A"):

- Administrative & Financial Services Bureau Manager
- Collective Impact Bureau Manager
- Communicable Disease & Emergency Response Bureau Manager
- Deputy Director
- Homeless Services Bureau Manager

Your review and approval of the attached revised Exhibit "A" is greatly appreciated.

APPROVED:

  
\_\_\_\_\_  
MICHAEL MAIS  
ASSISTANT CITY ATTORNEY



# 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 & Financial Services Bureau Manager	LBC-01	City Clerk	Added
<b>Reason:</b> FY22			
Administrative Analyst	LBC-01	City Clerk	Unchanged
Administrative Officer	LBC-01	City Clerk	Unchanged
City Health Officer	LBC-01	City Clerk	Unchanged
Clinical Services Officer	LBC-01	City Clerk	Unchanged
Collective Impact Bureau Manager	LBC-01	City Clerk	Renamed
<b>Reason:</b> FY22			
Communicable Disease & Emergency Response Bureau Manager	LBC-01	City Clerk	Added
<b>Reason:</b> FY22			
Community Health Bureau Manager	LBC-01	City Clerk	Unchanged
Community Program Specialist V	LBC-01	City Clerk	Unchanged
Deputy Director	LBC-01	City Clerk	Added
<b>Reason:</b> FY22			
Director of Health & Human Services	LBC-01	City Clerk	Unchanged
Environmental Health Bureau Manager	LBC-01	City Clerk	Unchanged
Environmental Health Operations Officer	LBC-01	City Clerk	Unchanged
Environmental Health Specialist IV	LBC-01	City Clerk	Unchanged
Financial Services Officer	LBC-01	City Clerk	Unchanged
Funding Development Specialist	LBC-01	City Clerk	Unchanged
Homeless Services Bureau Manager	LBC-01	City Clerk	Renamed
<b>Reason:</b> FY22			
Homeless Services Officer	LBC-01	City Clerk	Unchanged
Housing Administrative Programs Officer	LBC-01	City Clerk	Unchanged
Housing Assistance Coordinator	LBC-01	City Clerk	Unchanged
Housing Operations Officer	LBC-01	City Clerk	Unchanged
Laboratory Services Officer	LBC-01	City Clerk	Unchanged
Manager- Housing Authority	LBC-01	City Clerk	Unchanged
Nursing Services Officer	LBC-01	City Clerk	Unchanged
Nutrition Services Officer	LBC-01	City Clerk	Unchanged





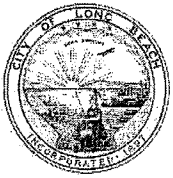
# Conflict of Interest Code EXHIBIT A (Final Draft)

**Entity:** City of Long Beach

**Agency:** Health and Human Services Department

Position	Disclosure Category	Files With	Status
Physician Assistant	LBC-01	City Clerk	Unchanged
Physician Services Bureau Manager	LBC-01	City Clerk	Unchanged
Preventive Health Manager	LBC-01	City Clerk	Unchanged
Public Affairs Officer	LBC-01	City Clerk	Unchanged
Public Health Physician	LBC-01	City Clerk	Unchanged
Public Health Professional III	LBC-01	City Clerk	Unchanged
Special Projects Officer	LBC-01	City Clerk	Unchanged

**Total: 32**



**Date:** November 5, 2021  
**To:** Michael Mais, Assistant City Attorney  
**From:** Phillip McGowan, City Clerk Specialist  
**Subject:** Conflict of Interest Code Revision – Long Beach Airport Department

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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 amended changes to Exhibit "A".

The following positions have been added/modified (see Exhibit "A"):

- Commercial Management Officer

Your review and approval of the attached revised Exhibit "A" is greatly appreciated.

APPROVED:

  
\_\_\_\_\_  
MICHAEL MAIS  
ASSISTANT CITY ATTORNEY



# Conflict of Interest Code EXHIBIT A (Final Draft)

**Entity:** City of Long Beach

**Agency:** Long Beach Airport Department

Position	Disclosure Category	Files With	Status
Administrative Officer	LBC-01	City Clerk	Unchanged
Airport Engineering Officer	LBC-01	City Clerk	Unchanged
Commercial Management Officer	LBC-01	City Clerk	Added
<b>Reason:</b> FY22			
Consultant	LBC-01	City Clerk	Unchanged
Deputy Director	LBC-01	City Clerk	Unchanged
Director	LBC-01	City Clerk	Unchanged
Facilities Maintenance Officer	LBC-01	City Clerk	Unchanged
Financial Services Officer	LBC-01	City Clerk	Unchanged
Manager - Administration and Financial Services	LBC-01	City Clerk	Unchanged
Manager - Airport Operations	LBC-01	City Clerk	Unchanged
Noise Abatement Officer	LBC-01	City Clerk	Unchanged
Public Affairs Officer	LBC-01	City Clerk	Unchanged
Senior Civil Engineer	LBC-01	City Clerk	Unchanged
Special Projects Officer - Airport	LBC-01	City Clerk	Unchanged
Superintendent - Airport Operations	LBC-01	City Clerk	Unchanged
Superintendent - Safety and Security	LBC-01	City Clerk	Unchanged

**Total: 16**