



# CITY OF LONG BEACH

C-10

OFFICE OF THE CITY CLERK

333 WEST OCEAN BOULEVARD • LONG BEACH, CALIFORNIA 90802 • (562) 570-6101 • FAX (562) 570-6789

July 11, 2017

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

## RECOMMENDATION:

Recommendation that City Council receive and approve Initial Conflict of Interest Code filed, incompliance 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 initial conflict of interest codes for a new agency. If any amendments are necessary, the proposed amendment(s) should be submitted to the City Council no later than 6 months after this meeting. The following agencies have submitted Exhibits "A" and "B" for the initial conflict of interest code:

Economic & Property Development

## FISCAL IMPACT

None.

## SUGGESTED ACTION:

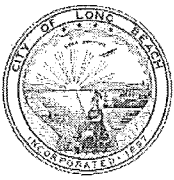
Approve recommendation.

Respectfully submitted,

MONIQUE DE LA GARZA  
CITY CLERK

Enclosures,

Prepared by: Phillip McGowan  
MD: PM



RECEIVED  
CITY CLERK  
LONG BEACH, CA

**Date:** June 13, 2017 17 JUN 20 AM 9:59  
**To:** Michael Mais, Assistant City Attorney  
**From:** Phillip McGowan, City Clerk Specialist  
**Subject:** Conflict of Interest Code Revision – Economic & Property Development

---

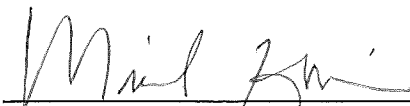
In accordance with the Conflict of Interest Code Amendment review process, the City Clerk Department requests that you review and approve the attached amended changes to Exhibit "A".

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

- Deputy Director
- Development Project Manager
- Director
- Economic Development Officer
- Property Services Officer

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

APPROVED:

 6/19/2017

MICHAEL MAIS  
ASSISTANT CITY ATTORNEY



# Conflict of Interest Code EXHIBIT A (Final Draft)

Entity: City of Long Beach

Agency: Economic & Property Development

Position	Disclosure Category	Files With	Status
CD Analyst	LBC-01	City Clerk	Unchanged
Community Development Specialist	LBC-01	City Clerk	Unchanged
Deputy Director	LBC-01	City Clerk	Added
<b>Reason:</b> New position within EPD			
Development Project Manager	LBC-01	City Clerk	Added
<b>Reason:</b> New position within EPD			
Director	LBC-01	City Clerk	Added
<b>Reason:</b> New position within EPD			
Economic Development Officer	LBC-01	City Clerk	Added
<b>Reason:</b> New position within EPD			
Executive Director - Regional Workforce Investment Network	LBC-01	City Clerk	Unchanged
Program Assistant	LBC-01	City Clerk	Unchanged
Program Manager	LBC-01	City Clerk	Unchanged
Program Specialist	LBC-01	City Clerk	Unchanged
Project Analyst	LBC-01	City Clerk	Unchanged
Project Manager	LBC-01	City Clerk	Unchanged
Property Services Officer	LBC-01	City Clerk	Added
<b>Reason:</b> New position within EPD			
Workforce Development Officer	LBC-01	City Clerk	Unchanged

**Total: 14**



## Disclosure Descriptions EXHIBIT B (Final Draft)

Entity: City of Long Beach

Agency: Economic & Property Development

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

Grand Total: 1



## Master List of Agency Filers (Final Draft)

Entity: City of Long Beach

Agency: Economic & Property Development

Last Name	First Name	Middle Name	Position	Division	Category	Status
Brookes	Matthew		Project Manager		LBC-01	Unchanged
Fisk	James		Project Manager		LBC-01	Unchanged
Habacon	Meluzina		Community Development Specialist		LBC-01	Unchanged
Jalali	Seyed		Economic Development Officer		LBC-01	Assuming
Keisler	John	Paul	Director		LBC-01	Assuming
Ramirez	Sergio	Manuel	Deputy Director		LBC-01	Assuming
Romero	Eric		Development Project Manager		LBC-01	Assuming
Schultz	Nicholas		Executive Director - Regional Workforce Investment Network		LBC-01	Unchanged
Serrato	Erick		Workforce Development Officer		LBC-01	Unchanged
Torres	Mary		Project Manager		LBC-01	Unchanged
Vacant			CD Analyst		LBC-01	
Vacant			Program Assistant		LBC-01	
Vacant			Program Manager		LBC-01	
Vacant			Program Specialist		LBC-01	
Vacant			Project Analyst		LBC-01	
Vallejo	Johnny		Property Services Officer		LBC-01	Assuming

Grand Total: 16



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

Entity: City of Long Beach

Agency: Economic & Property Development

Position	Disclosure Category	Files With
CD Analyst	LBC-01	City Clerk
Community Development Specialist	LBC-01	City Clerk
Deputy Director	LBC-01	City Clerk
Development Project Manager	LBC-01	City Clerk
Director	LBC-01	City Clerk
Economic Development Officer	LBC-01	City Clerk
Executive Director - Regional Workforce Investment Network	LBC-01	City Clerk
Program Assistant	LBC-01	City Clerk
Program Manager	LBC-01	City Clerk
Program Specialist	LBC-01	City Clerk
Project Analyst	LBC-01	City Clerk
Project Manager	LBC-01	City Clerk
Property Services Officer	LBC-01	City Clerk
Workforce Development Officer	LBC-01	City Clerk

**Total: 14**



## Disclosure Descriptions EXHIBIT B (Final Draft)

Entity: City of Long Beach

Agency: Economic & Property Development

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).

Grand Total: 1



## Master List of Agency Filers (Final Draft)

Entity: City of Long Beach

Agency: Economic & Property Development

Last Name	First Name	Middle Name	Position	Division	Category	Files With
Brookes	Matthew		Project Manager		LBC-01	City Clerk
Fisk	James		Project Manager		LBC-01	City Clerk
Habacon	Meluzina		Community Development Specialist		LBC-01	City Clerk
Jalali	Sayed		Economic Development Officer		LBC-01	City Clerk
Keisler	John	Paul	Director		LBC-01	City Clerk
Ramirez	Sergio	Manuel	Deputy Director		LBC-01	City Clerk
Romero	Eric		Development Project Manager		LBC-01	City Clerk
Schultz	Nicholas		Executive Director - Regional Workforce Investment Network		LBC-01	City Clerk
Serrato	Erick		Workforce Development Officer		LBC-01	City Clerk
Torres	Mary		Project Manager		LBC-01	City Clerk
Vacant			CD Analyst		LBC-01	City Clerk
Vacant			Program Assistant		LBC-01	City Clerk
Vacant			Program Manager		LBC-01	City Clerk
Vacant			Program Specialist		LBC-01	City Clerk
Vacant			Project Analyst		LBC-01	City Clerk
Vallejo	Johnny		Property Services Officer		LBC-01	City Clerk

Grand Total: 16