

Date: May 14th, 2025

To: Honorable Ethics Commission Members

From: Monique De La Garza, City Clerk

Subject: Conflict of Interest Code Amendments

City Charter Section 2402(c) states the Ethics Commission has the duty and responsibility of assisting departments in development their conflict of interest codes, as required by State law. The Political Reform Act requires the City to adopt initial Conflict of Interest Codes (COI Codes). Government Code Section 87303 requires that each local government agency approve the COI Codes, including any amendments.

The following bodies are submitted to the Ethics Commission for feedback prior to the submission of these adoption/amendments to the City Council for approval (Exhibit A):

- Civil Service Commission
- Civil Service Employee Rights & Appeals Commission

These adoption/amendments are being requested pursuant to Fair Political Practices Commission Regulation Section 18730, which requires any person that makes decisions with a material effect on economic interests that make substantive recommendations be included in a local Conflict of Interest Code. They are amending the following positions:

Department

Civil Service Commission

Position(s)

Commissioner/Board Member

Department

Civil Service Employee Rights & Appeals Commission

Position(s)

Commissioner/Board Member

ATTACHMENTS

CC: TYLER BONANNO-CURLEY, DEPUTY CITY MANAGER
JORGE GODINEZ, ASSISTANT TO THE CITY MANAGER
HEATHER VAN WIJK, ETHICS OFFICER
ANITA LAKHANI, DEPUTY CITY ATTORNEY
PHILLIP MCGOWAN, CITY CLERK SPECIALIST



Date: May 2, 2025
To: Gary Anderson, Assistant City Attorney
From: Phillip McGowan, City Clerk Specialist
Subject: Conflict of Interest Code Revision – Civil Service Commission & Civil Service Employee Rights & Appeals Commission

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

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

- Commissioner/Board Member

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

APPROVED:

GARY ANDERSON
ASSISTANT CITY ATTORNEY

Cc: Ashley Geer, Legal Assistant, City Attorney



Conflict of Interest Code EXHIBIT A (Final Draft)

Entity: Boards and Commissions

Agency: Civil Service Commission & Civil Service Employee Rights & Appeals Commission

Position	Disclosure Category	Files With	Status
Commissioner/Board Member	LBC-01	City Clerk	Deleted/Reformed
Reason: Pursuant to the adoption of Measure JB, Civil Service has been consolidated with HR. Establishment of Civil Service Employee Rights and Appeals Commission will replace prior Civil Service Commission.			

Total: 1