

Agenda Report

TO:

CITY COUNCIL

DATE: February 9, 1998

FROM:

CITY ATTORNEY

SUBJECT:

RESOLUTION ADOPTING REVISIONS TO THE PASADENA

CONFLICT OF INTEREST CODE

RECOMMENDATION: It is recommended that the City Council adopt the attached resolution revising the City's Conflict of Interest Code

BACKGROUND: The California Fair Political Practices Act requires that every city in California adopt a conflict of interest code. The purpose of the city code is to designate those employees who are required to submit conflict of interest statements and the level of reporting required for each position. In addition, members of City Boards and Commissions are required to submit reports if the Board or Commission has the authority to award, review or recommend expenditures by the City.

For 1998, the Fair Political Practices Commission (FPPC) has drastically revised the forms on which designated employees must report. That revision necessitated a complete revision of Pasadena's reporting requirements to conform to the new form designations. Internal reorganization has also resulted in a need to redefine those employees who must file reports and the particular forms which each employee must complete. Since reporting requirements are defined by job title, changes in those titles also require revisions to the City's conflict of interest resolution.

The Conflict of Interest Code which this resolution would adopt consists of two parts: Appendix A, Designated Employees, identifies by job title or commission assignment those employees and commissioners who must file conflict of interest statements and the reporting category in which their level of responsibilities and authority places them. Schedule B, Disclosure Categories, defines the kind of information and specific FPPC forms required from the employees and commissioners designated in Appendix A.

Although there have been many changes in titles and reporting categories, no employees or commissioners who were required to submit reports last year have been excused from reporting in 1998.

Conflict of interest forms submitted by City employees and commissioners are collected and maintained by the City Clerk and are available for inspection by the public. Forms must be filed by April 1,1998; the City Clerk is required to levy a monetary penalty on employees or commissioners who fail to file by that deadline.

FISCAL IMPACT: These revisions have no fiscal impact.

Respectfully submitted,

City Attorney

Prepared by:

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