



**CITY OF PACIFICA  
COUNCIL AGENDA SUMMARY REPORT**

**6/25/2018**

**SUBJECT:**

Review of the City of Pacifica's Conflict of Interest Code

**STAFF CONTACT:**

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**BACKGROUND/DISCUSSION:**

The Political Reform Act requires every local government to review its Conflict of Interest Code every two years and submit the Local Agency Biennial Notice (Attachment 1) to the code reviewing body. The City Council is the code reviewing body for the City of Pacifica.

The purpose of the Code is to specifically designate positions that make or participate in the making of governmental decisions, which may foreseeably have a material effect on any financial interests of the persons holding those positions.

City officials in these designated positions must disclose their financial interests annually and refrain from participation in any decision(s) that may affect them financially.

The annual Statement of Economic Interest filings are the basis for the transparency that California's Political Reform Act requires of public officials. Statements of Economic Interest are public documents filed with the City Clerk.

The process for reviewing the code is to determine if there are new positions not currently reflected in the code, or positions which may have been eliminated or a change in title of an existing position.

The City Council as code reviewing body must give notice to the City Manager of this review. If the City Manager finds that the City is required to update its Code, the Council will have 90 days after the filing of the Biennial Notice to complete the amendment.

**FISCAL IMPACT:**

None.

**COUNCIL ACTION REQUESTED:**

Move to direct the City Manager to review the City of Pacifica's Conflict of Interest Code and prepare recommendations to update the Code, if necessary.

**ORIGINATED BY:**

City Clerk

**ATTACHMENT LIST:**

2018 Local Agency Biennial Notice (Attachment 1) (PDF)