

**CITY OF HERMOSA BEACH  
RESOLUTION NO. 22-**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HERMOSA BEACH,  
CALIFORNIA ADOPTING AN AMENDED CONFLICT OF INTEREST CODE  
PURSUANT TO THE POLITICAL REFORM ACT OF 1974**

**WHEREAS**, the State of California enacted the Political Reform Act of 1974, Government Code Section 81000 et seq. (the "Act"), which contains provisions relating to conflicts of interest which potentially affect all officers, employees and consultants of the City of Hermosa Beach (the "City") and requires all public agencies to adopt and promulgate a Conflict of Interest Code; and

**WHEREAS**, the City Council adopted a Conflict of Interest Code (the "Code") in compliance with the Act which was last amended February 9, 2021; and

**WHEREAS**, subsequent changed circumstances within the City have made it advisable and necessary pursuant to Sections 87306 and 87307 of the Act to amend and update the City's Code; and

**WHEREAS**, the potential penalties for violation of the provisions of the Act are substantial and may include criminal and civil liability, as well as equitable relief which could result in the City being restrained or prevented from acting in cases where the provisions of the Act may have been violated; and

**WHEREAS**, notice of the time and place of a public meeting on, and of consideration by the City Council of, the proposed amended Code was provided each affected designated employee and publicly posted for review; and

**WHEREAS**, a public meeting was held upon the proposed amended Code at a regular meeting of the City Council on November 29, 2022, at which all present were given an opportunity to be heard on the proposed amended Code.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF HERMOSA BEACH, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:**

**SECTION 1.** The City Council does hereby adopt the proposed amended Conflict of Interest Code, a copy of which is attached hereto and shall be on file with the City Clerk and available to the public for inspection and copying during regular business hours; and

**SECTION 2.** The said amended Conflict of Interest Code shall become effective immediately after the date of its adoption and approval.

**PASSED, APPROVED and ADOPTED** on this 29<sup>th</sup> day of November, 2022.

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Michael Detoy

**PRESIDENT** of the City Council and **MAYOR** of the City of Hermosa Beach, CA

**ATTEST:**

**APPROVED AS TO FORM:**

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Myra Maravilla  
City Clerk

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Michael Jenkins  
City Attorney

**CONFLICT OF INTEREST CODE**  
**OF THE**  
**CITY OF HERMOSA BEACH**

**CONFLICT OF INTEREST CODE  
OF THE  
CITY OF HERMOSA BEACH  
(Amended November 29, 2022)**

The Political Reform Act (Gov. Code § 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code Regs. § 18730) that contains the terms of a standard conflict of interest code which can be incorporated by reference in an agency's code. After public notice and hearing Section 18730 may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This incorporation page, Regulation 18730 and the attached Appendix designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the **City of Hermosa Beach (the "City")**.

The Mayor, Members of the City Council and Planning Commission, the City Manager, the City Attorney and the City Treasurer, shall electronically file their annual statements of economic interests directly with the Fair Political Practices Commission. All other officials and designated positions required to submit a statement of economic interests shall file their statements with the **City Clerk** as the City's Filing Officer. The **City Clerk** shall retain the original statements filed by all other officials and designated positions and will make all retained statements available for public inspection and reproduction during regular business hours. (Gov. Code § 81008.)

All officials and designated positions required to submit a statement of economic interests shall receive ethics training as required pursuant to Government Code section 53235 (AB 1234). The City's Filing Officer shall annually provide all filers with information on training available to meet the requirements of Section 53235, and maintain required records indicating the dates that filers satisfied the training requirements and the entity that provided the training. These records shall be retained for five years after the date of training and are public records subject to disclosure under the California Public Records Act. (Gov. Code § 53235.2.)

**APPENDIX**  
**CONFLICT OF INTEREST CODE**  
**OF THE**  
**CITY OF HERMOSA BEACH**  
**(Amended November 29, 2022)**

**PART “A”**

The Mayor, Members of the City Council and Planning Commission, the City Manager, the City Attorney, the City Treasurer, and all Other City Officials who manage public investments, as defined by 2 Cal. Code of Regs. §18700.3, are NOT subject to the City’s Code but must file disclosure statements under Government Code section 87200 et seq. [Regs. § 18730(b)(3)]

**OFFICIALS WHO MANAGE PUBLIC INVESTMENTS**

It has been determined that the positions listed below are Other City Officials who manage public investments<sup>1</sup>. These positions are listed here for informational purposes only.

Finance Director  
Accounting Manager

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<sup>1</sup> Individuals holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by § 87200.

## **DESIGNATED POSITIONS**

### **GOVERNED BY THE CONFLICT OF INTEREST CODE**

<b><u>DESIGNATED POSITION' TITLE OR FUNCTION</u></b>	<b><u>DISCLOSURE CATEGORIES ASSIGNED</u></b>
Administrative Review Investigator	5
Assistant City Attorney (not filing under GC 87200)	1, 2
Assistant City Prosecutor	1, 2
Assistant Engineer	2, 3, 5, 6
Assistant Planner	5, 6
Associate Engineer	2, 3, 5, 6
Associate Planner	1, 2
Building Inspector	2, 3, 5, 6
City Clerk	5
City Engineer	2, 3, 4, 6
City Prosecutor	1, 2
Code Enforcement Officer	2, 3, 5, 6
Community Development Director	2, 3, 5, 6
Community Resources Manager	2, 5, 6
Community Services Division Manager	5
Deputy City Clerk	5
Deputy City Manager	1, 2
Emergency Management Coordinator	4, 7
Environmental Programs Manager	3, 5, 7
Finance Cashier Supervisor	4, 7
GIS/IT Analyst	5
Human Resources Analyst	5
Human Resources Manager	5
Management Analyst	4, 7
Planning Manager	1, 2

LAW OFFICES OF  
BEST BEST & KRIEGER LLP

**DESIGNATED POSITION'  
TITLE OR FUNCTION**

**DISCLOSURE CATEGORIES  
ASSIGNED**

Police Captain	5
Police Chief	5, 6
Police Lieutenant	5
Public Works Director	2, 3, 4, 6
Public Works Inspector	2, 3, 4, 6
Public Works Superintendent	2, 3, 4, 6
Recreation Coordinator	5
Risk Management Analyst	5
Senior Building Inspector	2, 3, 5, 6
Senior Engineer	2, 3, 4, 6
Senior Management Analyst	4, 7
Senior Planner	1, 2
Senior Recreation Supervisor	5

**MEMBERS OF BOARDS,  
COMMITTEES & COMMISSIONS**

Board of Appeals	1, 2
Civil Services Board	1, 2
Parks, Recreation & Community Resources Commission	1, 2
Public Works Commission	1, 2

Consultants and New Positions<sup>2</sup>

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<sup>2</sup> Individuals serving as a consultant as defined in FPPC Reg. 18700.3 or in a new position created since this Code was last approved that make or participate in making decisions must file under the broadest disclosure set forth in this Code subject to the following limitation:

The City Manager may determine that, due to the range of duties or contractual obligations, it is more appropriate to assign a limited disclosure requirement. A clear explanation of the duties and a statement of the extent of the disclosure requirements must be in a written document. (Gov. Code §. 82019; FPPC Regs. 18219 and 18734.) The City Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code. (Gov. Code §. 81008.)

## **PART "B"**

### **DISCLOSURE CATEGORIES**

The disclosure categories listed below identify the types of economic interests that the designated position must disclose for each disclosure category to which the designated is assigned.<sup>3</sup> Such economic interests are reportable if they are either located in or doing business in the jurisdiction, are planning to do business in the jurisdiction, or have done business during the previous two years in the jurisdiction of the City.

Category 1: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that are located in, do business in or own real property within the jurisdiction of the City.

Category 2: All interests in real property which is located in whole or in part within, or not more than two (2) miles outside, the boundaries of the City, including any leasehold, beneficial or ownership interest or option to acquire property.

Category 3: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that are engaged in land development, construction or the acquisition or sale of real property within the jurisdiction of the City.

Category 4: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the City.

Category 5: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the designated position's department, unit or division.

Category 6: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, subject to the regulatory, permit, or licensing authority of the designated employee's department, unit or division.

Category 7: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, or income from a nonprofit organization, if the source is of the type to receive grants or other monies from or through the City or its subdivisions.

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<sup>3</sup> This Conflict of Interest Code does not require the reporting of gifts from outside this agency's jurisdiction if the source does not have some connection with or bearing upon the functions or duties of the position. (Reg. 18730.1)