



## CITY OF SALINAS COUNCIL STAFF REPORT

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**DATE:** OCTOBER 18, 2022  
**DEPARTMENT:** ADMINISTRATION  
**FROM:** PATRICIA M. BARAJAS, CITY CLERK  
PATRICIA PEÑALOZA, SR HUMAN RESOURCES ANALYST  
**TITLE:** CONFLICT OF INTEREST CODE - BIENNIAL REVIEW

### RECOMMENDED MOTION:

A motion to adopt an ordinance amending Salinas City Code Chapter 1, Article 3, updating the City's conflict of interest code.

### EXECUTIVE SUMMARY:

The Political Reform Act requires every local government agency to review its conflict of interest code biennially. A conflict of interest code tells public officials, governmental employees, and consultants what financial interests they must disclose on their Statement of Economic Interests (Form 700). The last review of the Code was completed in 2020.

### BACKGROUND:

The Political Reform Act (PRA) of 1974 designates positions that are required to file economic interest statements, including elected officials, City Manager, City Attorney and Finance Director. Additionally, the PRA requires local agencies to adopt conflict of interest codes designating positions that participate in decision making process that may have a foreseeable material effect on financial interests, as outlined in California Government Code 82019.

The PRA requires a biennial review of local conflict of interest code to determine if an amendment is necessary. The attached ordinance amends Salinas City Code Chapter 1, Article 3 to reflect position reclassifications, deletes eliminated positions and positions not required to file.

### CEQA CONSIDERATION:

**Not a Project.** The City of Salinas has determined that the proposed action is not a project as defined by the California Environmental Quality Act (CEQA) (CEQA Guidelines Section 15378).

**STRATEGIC PLAN INITIATIVE:**

Amending the Salinas City Code as required by the Political Reform Act meets the City Council goal of *Effective, Sustainable Government* by improving efficiencies and fostering transparency.

**DEPARTMENTAL COORDINATION:**

The City Clerk's Office works directly with the Human Resources Department to identify changes in the designated positions list and process all Assuming Office and Leaving Office statements in a timely manner. Additionally, during the various filing deadlines, staff coordinates with all departments to ensure staff and commissioners, file their statement by the state-imposed deadlines.

**FISCAL AND SUSTAINABILITY IMPACT:**

Funds are appropriated and available for the Statement of Economic Interest (Form 700) electronic filing system subscription and ordinance codification costs.

**ATTACHMENTS:**

Ordinance