



CITY OF SOUTH EL MONTE

1415 SANTA ANITA AVENUE
SOUTH EL MONTE, CALIFORNIA 91733
(626) 579-6540



NOTICE

Biennial Review of the City's Conflict of Interest Code

NOTICE IS HEREBY GIVEN that the City of South El Monte City Council intends to consider adoption or amendment of its Conflict of Interest code pursuant to the Political Reform Act including Government Code Sections 87300 and 87306. Pursuant to Government Code Section 87302, the code will designate employees who must disclose certain investments, income, interests in real property and business positions, and who must disqualify themselves from making or participating in the making of governmental decisions affecting those interests. Further, the conflict-of interest code informs the City's public officials, governmental employees, and consultants what financial interests they must disclose on their Statement of Economic Interests (Form 700).

Below is Resolution No. 20-95, that is under review for any proposed amendments. Any inquiries concerning the proposed code should be directed to City Clerk's office, at (626) 579-6540 or email: dschwartz@soelmonte.org or plara@soelmonte.org.

As the reviewing body the City Council, on **October 11, 2022, at 6:00 p.m.** at a Regular City Council Meeting will agendaize, a staff report to review a proposed resolution with proposed amendments to the Conflict of Interest Code. At the time staff reports and attachments are available to City Council they will be available to the public via the City's website Thursday, October 6, 2022, in the evening.

GENERAL COMMENT

Members of the public wishing to submit a general comment or a comment on the proposed code, can email dschwartz@soelmonte.org or call (626) 579-6540 ext. 3280 to leave a voicemail message. All comments received an hour before the scheduled meeting will be read during public comment and made part of the record.

/s/ Donna G. Schwartz, CMC, City Clerk
Dated: September 29, 2022

RESOLUTION NO. 20-95

A RESOLUTION OF THE SOUTH EL MONTE CITY COUNCIL ADOPTING AN AMENDED CONFLICT OF INTEREST CODE AMENDING DESIGNATED POSITIONS, DISCLOSURE CATEGORIES AND REPEALING RESOLUTION NO. 18-95

WHEREAS, the Political Reform Act, Government Code Section 81000, et seq., requires the City of South El Monte (“City”) to adopt a conflict of interest code; and

WHEREAS, the Fair Political Practices Commission has adopted a Model Conflict of Interest Code (the “Model Code”). The Model Code, codified at 2 California Code of Regulations Section 18730, can be incorporated by reference by the City as its conflict of interest code. That Model Code will be amended by the Fair Political Practices Commission from time to time to conform to amendments to the Political Reform Act; and

WHEREAS, on December 11, 2018, City Council adopted Resolution No. 18-95, containing designated positions and disclosure categories. By this resolution, the City is adopting an amended Conflict of Interest Code, amending designated positions and disclosure categories; and

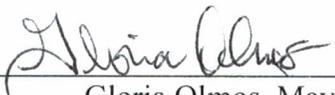
WHEREAS, the Model Code attached hereto as Exhibit “A” and any amendments to it duly adopted by the Fair Political Practices Commission, and Appendices “A” and “B” are incorporated therein and shall hereby constitute the Conflict of Interest Code for the City.

NOW THEREFORE THE CITY COUNCIL OF THE CITY OF SOUTH EL MONTE DOES HEREBY FIND, RESOLVE AND ORDER AS FOLLOWS:

Section 1. The City Council hereby adopts the amended Conflict of Interest Code, attached hereto as Exhibit “A”, and incorporates Appendices “A” and “B” therein.

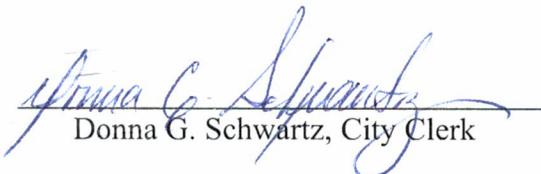
Section 2. The City Clerk shall certify to the passage and adoption of this Resolution.

PASSED, APPROVED and ADOPTED this 8th day of September 2020.



Gloria Olmos, Mayor

ATTEST:

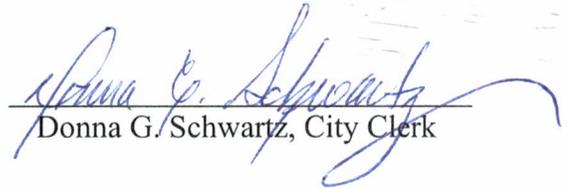


Donna G. Schwartz, City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF SOUTH EL MONTE)

I, Donna G. Schwartz, City Clerk of the City of South El Monte, hereby certify that the foregoing Resolution, being Resolution No. 20-95 was duly passed and approved by the City Council of the City of South El Monte at an adjourned regular meeting of said Council held on the 8th day of September 2020 and that said Resolution was adopted by the following vote:

AYES: Acosta, Angel, Delgado, Retamoza, and Mayor Olmos
NOES: None
ABSENT: None
ABSTAIN: None



Donna G. Schwartz, City Clerk

EXHIBIT “A”

APPENDIX A

**DESIGNATED POSITIONS
FOR THE CITY OF SOUTH EL MONTE**

A. <u>ADMINISTRATIVE</u>	<u>ASSIGNED DISCLOSURE CATEGORIES</u>
City Council Member	1
City Manager/City Treasurer	1
Assistant City Manager	2, 3, 4, 5
Deputy City Manager	2, 3, 4, 5
City Attorney	1
Assistant City Attorney	2, 3, 4, 5
Senior Executive Assistant (to City Council)	2, 3, 4, 5
Executive Assistant	2, 3, 4, 5
Human Resources Manager	2, 3, 4, 5
Personnel Analyst	2, 3, 4, 5
Human Resources/Risk Manager	2,3,4,5
B. <u>CITY CLERK</u>	
City Clerk	8, 9
Deputy City Clerk	8, 9
C. <u>FINANCE</u>	
Finance Director	1
Grants Coordinator	2, 3, 4, 5
Accounting Manager	12, 13
Accountant	12, 13
Accounting Specialist	12, 13
D. <u>COMMUNITY DEVELOPMENT</u>	
Planning Commission Member	1
Director of Public Works	2, 6, 7, 16, 17, 28, 19
Public Works Maintenance Supervisor	2, 6, 7, 16, 17, 28, 19
Director of Community Development	2, 6, 7, 16, 17, 18, 19

Assistant Planner	2, 6, 7, 16, 17, 18, 19
Community Development Secretary	2, 6, 7, 16, 17, 18, 19
Code Enforcement Officer/Public Safety Officer	2, 6, 7, 16, 17, 18, 19
Code Enforcement Supervisor	2, 6, 7, 16, 17, 18, 19
Senior Building Inspector	2, 6, 7, 16, 17, 18, 19
Housing Program Coordinator	2, 6, 7, 16, 17, 28, 19
Planning Supervisor	2, 6, 7, 16, 17, 18, 19

E. COMMUNITY SERVICES

Community Services Director	10, 11, 14, 15, 20, 21
Community Services Manager	10, 11, 14, 15, 20, 21
Recreation Supervisor	10, 11, 14, 15, 20, 21
Recreation Coordinator	14, 15, 20, 21
Senior Service Supervisor	14, 15
Senior Services Coordinator	10, 11, 14, 15

F. CONSULTANTS

Consultants	22
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APPENDIX B

DISCLOSURE CATEGORIES

1. No disclosure is required by the conflict of interest code. Disclosure is already required by Government Code Section 87200.
2. Reportable interests in real property in the jurisdiction. (Form 700, Schedule B.)
3. Reportable income. (Form 700, Schedules C, D and E)
4. Reportable investments. (Form 700, Schedules A-1 and A-2)
5. Reportable business positions. (Form 700, Schedule C).
6. Reportable investments and business positions in business entities having an interest in real property in the jurisdiction. (Form 700, Schedules A-1, A-2 and C).
7. Reportable income from persons or business entities having an interest in real property in jurisdiction. (Form 700, Schedules C, D and E).
8. Reportable investments and business positions in business entities that provide, plan to provide or have provided within two years from the time a statement is required under the Conflict of Interest Code, services, supplies, materials or equipment of the type utilized by the City Clerk's Office. (Form 700, Schedules A-1, A-2 and C).
9. Reportable income from persons or business entities that provide, plan to provide or have provided within two years from the time a statement is required under this Conflict of Interest Code, services, supplies, materials or equipment of the type utilized by the City Clerk's Office. (Form 700, Schedules A-1, A-2 and C).
10. Reportable investment and business positions in business entities that provide, plan to provide or have provided within two years from the time a statement is required under this Conflict of Interest Code, services, supplies, materials or equipment of the type utilized by the Department of Community Services in the repair or maintenance of City vehicles, buildings, streets and landscaped facilities. (Form 700, Schedules A-1, A-2 and C).
11. Reportable income from persons or business entities that provide, plan to provide or have provided within two years from the time a statement is required under this Conflict of Interest Code, services, supplies, materials, or equipment of the type utilized by the Department of Community Services in the repair or maintenance of City vehicles, buildings, streets and landscaped facilities. (Form 700, Schedules A-1, A-2 and C).
12. Reportable investments and business positions in business entities that provide, plan to provide or have provided within two years from the time a statement is required under this Conflict of Interest Code, services, supplies, materials or equipment to the City. (Form 700, Schedules A-1, A-2 and C).

13. Reportable income from persons or business entities that provide, plan to provide or have provided within two years from the time a statement is required under this Conflict of Interest Code, services, supplies, materials, or equipment to the City. (Form 700, Schedules A-1, A-2 and C)
14. Reportable investments and business positions in business entities that provide, plan to provide or have provided within two years from the time a statement is required under this Conflict of Interest Code, services, supplies, materials or equipment of the type utilized by the South El Monte Senior Center or the South El Monte Community Center. (Form 700, Schedules A-1, A-2 and C).
15. Reportable income from persons or business entities that provide, plan to provide or have provided within two years from the time a statement is required under this Conflict of Interest Code, services, supplies, materials, or equipment of the type utilized by the South El Monte Senior Center or the South El Monte Community Center. (Form 700, Schedules A-1, A-2 and C).
16. Reportable investments and business positions in business entities that provide, plan to provide or have provided within two years from the time a statement is required under this Conflict of Interest Code, services, supplies, materials or equipment of the type utilized by the Department of Community Development or used in the rehabilitation of public or private property under programs administered by the City. (Form 700, Schedules A-1, A-2 and C).
17. Reportable income from persons or business entities that provide, plan to provide or have provided within two years from the time a statement is required under this Conflict of Interest Code, services, supplies, materials or equipment of the type utilized by the Department of Community Development or used in the rehabilitation of public or private property under programs administered by the City. (Form 700, Schedules A-1, A-2 and C).
18. Reportable investments and business positions in business entities that provide, plan to provide, or have provided within two years from the time a statement is required under this Conflict of Interest Code, services subject to the review or approval of the Department of Community Development. (Form 700, Schedules A-1, A-2 and C).
19. Reportable income from persons or business entities that provide, plan to provide, or have provided within two years from the time a statement is required under this Conflict of Interest Code, services subject to the review or approval of the Department of Community Development. (Form 700, Schedules A-1, A-2 and C).
20. Reportable investments and business positions in business entities that provide, plan to provide, or have provided within two years from the time a statement is required under this Conflict of Interest Code, services, supplies, materials, or equipment of the type utilized in providing or supervising special events and recreational, sporting, aquatic, or drop-in programs. (Form 700, Schedules A-1, A-2 and C).
21. Reportable income from persons or business entities that provide, plan to provide, or have provided within two years from the time a statement is required under this Conflict of Interest Code, services, supplies, materials, or equipment of the type utilized in providing or supervising special events and recreational, sporting, aquatic, or drop-in programs. (Form 700, Schedules A-1, A-2 and C).

22. For consultants who serve in a staff capacity with the City, the consultants shall disclose based on the disclosure categories assigned elsewhere in this code for that staff position.

For consultants who do not serve in a staff capacity for the City, the consultants shall be subject to the disclosure requirements listed below if they make (and not just recommend) a governmental decision, on whether to:

1. Approve a rate, rule, or regulation;
2. Adopt or enforce a law;
3. Issue, deny, suspend, or revoke any permit, license, application, certificate, approval, order, or similar authorization or entitlement;
4. Authorize the City to enter into, modify, or renew a contract provided it is the type of contract that requires City approval;
5. Grant City approval to a contract that requires City approval and to which the City is a party, or to the specifications for such a contract;
6. Grant City approval to plan, design, report, study, or similar item; or
7. Adopt, or grant City approval of, policies, standards, or guidelines for the City, or for any subdivision thereof.

Such consultants shall disclose pursuant to categories A, B, C and D below unless the City Manager determines in writing that a particular consultant is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in categories A, B, C and D. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. 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.

- A. Reportable investments. (FPPC Form 700, Schedules A-1 and A-2).
- B. Reportable interests in real property in the jurisdiction. (FPPC Form 700, Schedule B.)
- C. Reportable income and business positions. (FPPC Form 700, Schedule C).
- D. Reportable gifts and travel payments. (FPPC Form 700, Schedules D and E).