



OFFICE OF THE CITY CLERK

CITY HALL
10300 TORRE AVENUE • CUPERTINO, CA 95014-3255
TELEPHONE: (408) 777-3223 • FAX: (408) 777-3366
CUPERTINO.ORG

CITY COUNCIL STAFF REPORT

Meeting: September 18, 2018

Subject

Biennial Review of City of Cupertino Conflict of Interest Code for officials and designated employees (Form 700).

Recommended Action

a.) Rescind Resolution No. 16-090 and adopt the draft resolution amending the City of Cupertino Conflict of Interest Code for officials and designated employees and requiring electronic filing of all Statements of Economic Interest; and b.) Authorize the City Manager to sign the required 2018 Local Agency Biennial Notice

Discussion

The Political Reform Act requires every local government agency to review its Conflict of Interest Code biennially to determine if it is accurate or if it must be amended. Notice is required no later than October of even-numbered years.

An amendment to the City of Cupertino Conflict of Interest Code is necessary this year to make the following changes:

- a.) Adding the positions of Assistant Director of Recreation and Community Services, Senior Assistant City Attorney, Deputy Building Official, Innovation and Technology Manager, Permit Center Manager, Public Works Supervisor, Recreation Manager, Service Center Superintendent, and Transportation Manager; and
- b.) Deleting the positions of Senior Recreation Supervisor (now Recreation Manager), Maintenance Supervisor and Maintenance Superintendent (now Public Works Supervisor and Service Center Superintendent); and
- c.) Amending the title of Public Affairs Director to Public Affairs Manager

Staff is also requesting that the City Council authorize required electronic filing of all Statement of Economic Interest forms. The City began using DisclosureDocs, an electronic filing system hosted by SouthTech Systems in 2014. The automated solution has helped staff to more efficiently manage the filing and storage of the document, provide historical document retrieval, produce notices, and monitor the filings. 80% of

those required to file do already file electronically and 100% compliance would further aid in transparency for the public and provide a more accessible and consistent format. The Fair Political Practices Commission (FPPC) fully supports electronic filing for Statements of Economic Interest.

Sustainability Impact

There is no sustainability impact.

Fiscal Impact

There is no fiscal impact.

Prepared by: Grace Schmidt, City Clerk

Approved for Submission by: Amy Chan, Interim City Manager

Attachments:

A - Draft Resolution and Conflict of Interest Code redline

B - 2018 Local Agency Biennial Notice