

Capitola City Council

Agenda Report

Meeting: July 24, 2025

From: City Manager Department

Subject: Conflict of Interest Code



Recommended Action: Adopt a resolution amending the City of Capitola's Conflict of Interest Code to reflect the current organizational structure.

Background: The California Political Reform Act requires jurisdictions to adopt a Conflict of Interest Code to identify positions that involve decision-making or participation in decision-making that may affect the personal economic interests of people holding these positions. These positions are in addition to those mandated in Government Code 87200. Once designated, the individuals occupying these positions are required to make annual disclosures in a Statement of Economic Interest (Form 700) regarding sources of income. These may include investments, interest in real property, and any business positions held outside of their employment with the City and are identified in order to avoid potential conflicts of interest.

The California Fair Political Practices Commission (FPPC) requires local jurisdictions to review (and amend, if necessary) their conflict-of-interest code biennially. The last update was adopted August 22, 2024. Since the last update, there have been staffing changes to titles which necessitate a change to the code. In addition, staff recommends amending the Code to include the City's Capitola Village and Wharf Business Improvement Area (CVWBIA) Advisory Committee and the Finance Advisory Committee as filers.

Discussion: The proposed changes to the City's Conflict of Interest Code:

- Add CVWBIA Advisory Committee
- Add Finance Advisory Committee
- Change Finance Director to Administrative Services Director
- Change Community Development Director to Community and Economic Development Director

Fiscal Impact: There is no fiscal impact associated with the recommended action.

Attachments:

1. Resolution

Report Prepared By: Julia Gautho, City Clerk

Reviewed By: Samantha Zutler, City Attorney

Approved By: Jamie Goldstein, City Manager