



STAFF REPORT
7/22/2026

TO: Honorable Mayor and City Council Members

FROM: Yolanda Lopez, Human Resources Manager

PREPARED BY: Ryan Guiboa, City Attorney

SUBJECT: Approving Resolution No. 2026-49 Amending Section 6.10 of the City of Coachella Personnel Rules and Regulations Regarding Anti-Nepotism

STAFF RECOMMENDATION:

Staff recommends that the City Council approve an amendment to Section 6.10 of the City of Coachella Personnel Rules and Regulations, retitling the section “Anti-Nepotism” and updating the City’s policy regarding the employment of relatives. This amendment applies to non-represented employees and is subject to meeting and conferring for represented employees.

EXECUTIVE SUMMARY:

Section 6.10 of the City of Coachella Personnel Rules and Regulations currently addresses the employment of immediate family members. The proposed amendment replaces the existing Section with an updated Anti-Nepotism policy to provide clearer guidance regarding the employment, appointment, transfer, supervision, and continued employment of relatives.

The proposed amendment does not prohibit the employment of relatives generally. Instead, it allows the City to evaluate such circumstances on a case-by-case basis to avoid actual, potential, or perceived conflicts of interest, favoritism, or adverse impacts on supervision, safety, security, employee morale, public trust, or the efficient operation of the City. The amended policy also clarifies the process for applicants, current employees, disclosure obligations, and review of potential conflicts involving relatives in City employment, and how the City may address such conflicts.

Upon adoption, the proposed amendment will apply to non-represented employees. Adoption for represented employees is subject to the completion of required meet and confer obligations with the City’s recognized employee organizations.

DISCUSSION/ANALYSIS:

The proposed amendment to Section 6.10 is intended to modernize and clarify the City's existing rules regarding employment of relatives. The amended policy does not impose a general prohibition against the hiring or employment of relatives by the City. Instead, it provides a framework for evaluating situations where the employment of relatives may create a conflict of interest or otherwise affect City operations.

The proposed amendment provides that applicants will not be hired, and employees will not be transferred into positions where they would be directly or indirectly supervised by a relative. The policy also requires employees, supervisors, and Department Heads to promptly notify Human Resources if they become aware of a familial relationship or circumstance that may implicate the policy.

The proposed amendment clarifies that applicants may still apply and compete for City positions even if they have a relative employed by the City. However, the City may deny an appointment if the employment would violate the policy, create a supervisory conflict, create a potential conflict of interest, or adversely affect City operations.

For current employees, the amendment provides that existing familial relationships are not automatically prohibited. Employees must disclose relationships that may implicate the policy, and Human Resources may review the circumstances in consultation with the Department Head and City Manager or designee. If a conflict exists, the City may take appropriate action to address it, including changes to reporting relationships, reassignment, transfer, voluntary demotion, or other action consistent with applicable law, the Personnel Rules and Regulations, applicable memoranda of understanding, and required due process.

The amended policy will apply to non-represented employees upon adoption. To the extent the amended policy affects represented employees and is subject to meet-and-confer requirements, the City will provide notice to the affected recognized employee organizations and complete any legally required meet-and-confer process before implementation as to represented employees.

FISCAL IMPACT:

There is no fiscal impact associated with the recommended action.

ENVIRONMENTAL REVIEW:

The recommended action is not a project under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378 because it is an organizational and administrative activity that will not result in a direct or reasonably foreseeable indirect physical change in the environment.

ALTERNATIVES:

1. Adopt Resolution No. 2026-49 and Approve the amended Section 6.10, Anti-Nepotism, of the City of Coachella Personnel Rules and Regulations;
2. Modify the proposed amendment and adopt the Resolution as modified;
3. Provide other direction to staff; or
4. Take no action and retain the existing Section 6.10.

ATTACHMENTS:

1. Resolution 2026-49
2. Exhibit A - Amended Section 6.10, Anti-Nepotism, of the City of Coachella Personnel Rules and Regulations