

**SUBMITTED BY:** Denis Fitzgibbons, City Attorney

**MANAGEMENT TEAM REVIEW:** Jose Grijalva, Mayor

**FOCUS AREA:** Other / NA

**ORGANIZATIONAL  
IMPROVEMENTS:**

**SUBJECT:** **RESOLUTION NO. 25-1691**, a Resolution of the Mayor and Council of the City of Douglas, Cochise County, Arizona, **APPROVING** and **ADOPTING** the **STATE** of **ARIZONA CONFLICT-OF-INTEREST STATUTES** as the **CITY'S CONFLICT-OF-INTEREST POLICY** and a **CONFLICT-OF-INTEREST DISCLOSURE FORM** for use by all city officials and employees.

**EXECUTIVE SUMMARY:**

The Resolution formally adopts A.R.S. § 38-501 through A.R.S. § 38-511 as the City's Conflict-of-Interest policy and requires all employees and officials to complete a form and file it with the City Clerk when required to declare a conflict.

**BACKGROUND:**

Article VIII, Section 6 of the City of Douglas Charter provides that "[t]he provisions of the laws of this State relating to, and defining conflicts of interest, of all officers and employees of the city, shall apply to and govern in all matters of conflict of interest. A.R.S. § 38-501 through A.R.S. § 38-511 outlines the conflict-of-interest laws that apply to all officers and employees of incorporated cities and towns.

By adopting this Resolution, officials and employees would be required to submit a Conflict-of-Interest Disclosure Form to the City Clerk any time when a conflict exists. The City Clerk is directed to maintain a separate file with all Disclosure Forms.

**DISCUSSION:**

Staff recommend approval.

**FISCAL IMPACT:**

N/A

**Fiscal Year:** 2025/2026

**Amount Requested:**

**Budgeted:** Y / N

**Account (s):**

**“...I MOVE THAT THE MAYOR AND COUNCIL APPROVE RESOLUTION NO. 25-1691.”**