

Attachment A

RESOLUTION NO. 2026-1

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NEWPORT BEACH, CALIFORNIA, UPDATING THE APPENDIX OF DESIGNATED EMPLOYEES AND APPENDIX OF DISCLOSURE CATEGORIES OF THE CITY OF NEWPORT BEACH CONFLICT-OF-INTEREST CODE

WHEREAS, the California Political Reform Act, Government Code Sections 81000 et seq. ("Act"), requires every local governmental agency to adopt and promulgate a Conflict-of-Interest Code;

WHEREAS, the Fair Political Practices Commission ("FPPC") has adopted regulations for compliance with the Act under Division 6 of Title 2 of the California Code of Regulations ("Regulations");

WHEREAS, Section 18730 of the Regulations provides that incorporation by reference of the terms of Section 18730, along with the designation of employees by position ("Designated Employees") who make or participate in the making of decisions which may foreseeably have a material effect on economic interests, and the formulation of disclosure categories specifying which kinds of economic interests are reportable by Designated Employees in their Statement of Economic Interests, constitute the adoption and promulgation of a Conflict-of -Interest Code as required by Government Code Section 87300 or the amendment of a Conflict-of-Interest Code within the meaning of Government Code Section 87306;

WHEREAS, on February 26, 1990, the City Council adopted Resolution No. 90-21, whereby Section 18730 of the Regulations was adopted by reference as the Conflict-of-Interest Code for the City of Newport Beach, along with a Designation of Employees;

WHEREAS, subsequent to February 26, 1990, the City Council periodically adopted resolutions updating the Appendix of Designated Employees and the Appendix of Disclosure Categories to reflect personnel and staffing position changes;

WHEREAS, California Assembly Bill No. 1170, effective January 1, 2025, amended Government Code Section 87500 to require that all positions designated in Government Code Section 87200 file their Statements of Economic Interests directly with the FPPC using the FPPC's electronic filing system, but did not change the existing requirement that the City's Designated Employees and other designated positions file their Statements of Economic Interests directly with the City Clerk; and

WHEREAS, the City Council desires to adopt an updated Appendix of Designated Employees and Appendix of Disclosure Categories to reflect continuing personnel and staffing position changes in effect as of the date of this resolution.

NOW, THEREFORE, the City Council of the City of Newport Beach, California, resolves as follows:

Section 1: The Regulations, as required by Section 18730, are incorporated herein by this reference.

Section 2: The Appendix of Designated Employees, attached hereto as Exhibit 1 and incorporated herein by this reference, is hereby adopted and incorporated as part of the City of Newport Beach's Conflict-of-Interest Code.

Section 3: The Appendix of Disclosure Categories, attached hereto as Exhibit 2 and incorporated herein by this reference, is hereby adopted and incorporated as part of the City of Newport Beach's Conflict-of-Interest Code.

Section 4: All previously adopted Appendices of Designated Employees and Appendices of Disclosure Categories are hereby superseded.

Section 5: All positions designated in Government Code Section 87200 shall file their Statements of Economic Interests directly with the FPPC using the FPPC's electronic filing system.

Section 6: With the exception of those positions designated in Government Code Section 87200, all Designated Employees and other positions listed in the Appendix of Designated Employees shall file their Statements of Economic Interests electronically with the City Clerk.

Section 7: The City Clerk is hereby instructed to take all necessary actions to implement compliance with the Regulations, including preparation and distribution of necessary reporting forms and the subsequent filing and recording of all required reports.

Section 8: The recitals provided above are true and correct and are incorporated into the substantive portion of this resolution.

ADOPTED this 13th day of January, 2026.

Lauren Kleiman
Mayor

ATTEST:

Lena Shumway
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY'S OFFICE



Aaron C. Harp
City Attorney

Attachments: Exhibit 1 - 2026 Designated Employees List
Exhibit 2 - Appendix of Disclosure Categories

EXHIBIT 1

APPENDIX OF DESIGNATED POSITIONS (including elected officials and consultants)

Departments/Positions	Disclosure Categories
<u>City Council</u>	GC §87200
<u>Office of the City Attorney</u>	
City Attorney	GC §87200
Assistant City Attorney	1
Deputy City Attorney	1
<u>Office of the City Clerk</u>	
City Clerk	1
Assistant City Clerk	1
<u>Office of the City Manager</u>	
City Manager	GC §87200
Assistant City Manager	1
Deputy City Manager	1
Public Information Manager	1
Management Analyst	2
IT Manager	2
IT Supervisor	2
<u>Community Development Department</u>	
Community Development Director	1
Deputy Community Development Director	1
Systems & Administrator Manager	2
Administrative Analyst	2, 3, 4
<u>Building Division:</u>	
Real Property Administrator	3, 4
Senior Plan Check Engineer	3, 4
Principal Building Inspector	3, 4
Senior Building Inspector	3, 4
Building Inspector II	3, 4
Principal Civil Engineer	3, 4
Senior Civil Engineer	3, 4
Civil Engineer	3, 4
EMS Plans Examiner	3, 4
Principal Engineer	3, 4
Senior Plan Check Engineer	3, 4
Planning Technician	3, 4
Permit Technician Supervisor	3, 4
	3, 4

Department/Positions	Disclosure Categories
Planning Division:	
Planning Manager	1
Principal Planner	1
Senior Planner	2, 3, 4
Associate Planner	2, 3, 4
Assistant Planner	3, 4
Code Enforcement Supervisor	3, 4
Code Enforcement Officer, Senior	3, 4
Code Enforcement Officer I	3, 4
	3, 4
Administrative Services & Finance Department	
Administrative Services and Finance Director/City Treasurer	GC §87200
Deputy Finance Director	1
Revenue Manager	2, 3
Finance Manager	2, 3
Purchasing and Contracts Administrator	2
Senior Accountant	2
Senior Buyer	2
Buyer	2
Deputy Director of Human Resources	2
Human Resources Manager	2
Senior Human Resources Analyst	2
Fire Department	
Fire Chief	1
Assistant Fire Chief	1
Assistant Fire Chief of Lifeguard Operations	1
EMS Division Chief	1
Fire Marshal	1
EMS Captain	2
Administrative Manager	2
Deputy Fire Marshal	3, 4
Senior Fire Inspector	3, 4
Senior Fire Inspector	3, 4
Fire Services Coordinator	2
	2
Harbor Department	
Harbormaster/Director	1
Deputy Harbormaster	1
Library Services Department	
Library Services Director	1
Library Services Manager	2
Adult Services Coordinator (Librarian III)	2
Branch and Youth Services Coordinator (Librarian III)	2
Circulation and Technical Processing Coordinator (Librarian III)	2

Department/Positions	Disclosure Categories
Police Department	
Chief of Police	1
Deputy Chief of Police	1
Support Services Administrator	1
Executive Officer to the Chief of Police	2
Support Services Lieutenant	2
Police Fiscal Service/Facility Manager	2
Public Works Department	
Administration and Finance Division:	
Public Works Director	1
Public Works Finance/Administrative Manager	1
Administrative Analyst	2
Senior Management Analyst	2
Engineering and Transportation Division:	
Deputy Public Works Director/City Engineer – Public Works	1
Administrative Manager	2, 3, 4
Assistant City Engineer	2, 3, 4
City Traffic Engineer	1
Principal Civil Engineer	2, 3, 4
Senior Civil Engineer	2, 3
Senior Civil Engineer-Plan Check	3, 4
Associate Civil Engineer	2,3,4
Senior Public Works Inspector	2, 3, 4
Public Works Inspector	2, 3, 4
Public Works Inspector II	2, 3, 4
Senior Engineer	2, 3, 4
Construction Manager	2, 3, 4
	3, 4
Municipal Operations Department:	
Municipal Operations Director	1
Deputy Director of Municipal Operations	1
Assets Maintenance Manager	2, 4
City Arborist	2, 3, 4
Refuse Manager	2, 3, 4
Field Maintenance Manager	2, 3
Parks and Trees Manager	2, 3, 4
Equipment Maintenance Supervisor	2
Facilities Maintenance Supervisor	2, 4
Landscape Maintenance Supervisor	2
Recreation and Senior Services Department	
Recreation and Senior Services Director	1
Deputy Recreation and Senior Services Director	2
Recreation and Senior Services Manager	2

Department/Positions	Disclosure Categories
Utilities Department	
Utilities Director	1
Field Superintendent II	2
Operations Support Superintendent	2
Senior Management Analyst	2

Boards, Commissions and Committees	Disclosure Categories
Boards, Commissions and Committees	
Board of Library Trustees	2
Building and Fire Board of Appeals	3, 4
City Arts Commission	2
Civil Service Board	3
Finance Committee	1
Harbor Commission	3, 4
Parks, Beaches and Recreation Commission	4
Planning Commission	GC §87200
Consultants	1
Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:	
The Department Director may determine in writing that a particular consultant, although a "designated position," 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 described in this section. 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 Department Director'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.	

EXHIBIT 2
APPENDIX OF DISCLOSURE CATEGORIES

CATEGORY	DESCRIPTION OF CATEGORY
GC 87200	Must disclose all personal investments and business positions in business entities, sources of income and interests in real property within Newport Beach. The original Form 700 is filed with the City Clerk who sends the original to the FPPC.
1	<p>DESIGNATED EMPLOYEES WHOSE DUTIES ARE BROAD AND INDEFINABLE.</p> <p>Must disclose all personal investments and business positions in business entities, sources of income and interests in real property within Newport Beach.</p> <p>CONSULTANTS shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:</p> <p>The Department Director may determine in writing that a particular consultant, although a "designated position," 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 described in this section. 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 Department Director'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.</p>
2	<p>DESIGNATED EMPLOYEES WHOSE DUTIES INVOLVE CONTRACTING OR PURCHASING.</p> <p>Must disclose investments and business positions in business entities within Newport Beach and income from sources within Newport Beach which manufacture, sell or provide supplies, materials, books, machinery, services, equipment or computer equipment of the type utilized by the City, or utilized by the employee's department.</p>
3	<p>DESIGNATED EMPLOYEES WHOSE DUTIES INVOLVE REGULATORY POWERS.</p> <p>Must disclose all investments and business positions in business entities within Newport Beach, and income from sources within Newport Beach which are subject to the regulatory, permit or licensing authority of the City of Newport Beach.</p>
4	<p>DESIGNATED EMPLOYEES WHOSE DECISIONS MAY AFFECT REAL PROPERTY INTERESTS.</p> <p>Must disclose investments and business positions in business entities within Newport Beach, and income from sources within Newport Beach which engage in land development, construction or the acquisition or sale of real property, and all interests in real property.</p>
5	<p>POSITIONS WHICH INVOLVE CITY SELF-INSURANCE BENEFITS.</p> <p>Must disclose all interests in real property, investments and business positions in business entities within Newport Beach and sources of income within Newport Beach from:</p> <ol style="list-style-type: none"> a) Persons or entities which provide services, supplies, materials, machinery or equipment of the type utilized by the agency. b) Entities which are engaged in the business of insurance including, but not limited to, insurance companies, carriers, holding companies, underwriters, brokers, solicitors, agents, adjusters, claims managers and actuaries. c) Financial institutions including, but not limited to, banks, savings and loan associations and credit unions. d) Entities or persons who have filed a claim, or have a claim pending, against the agency.