

RESOLUTION NO. _____

RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ADOPTING AN AMENDED APPENDIX A TO THE CONFLICT OF INTEREST CODE OF THE CITY OF SANTA ROSA

WHEREAS, the Political Reform Act, Government Code sections 81000, *et seq.*, requires every state and local government agency to adopt and promulgate a conflict of interest code that designates the disclosure filing requirements of designated officials and positions that participate in the making of governmental decisions; and

WHEREAS, Government Code section 87306.5 requires the City to review and revise its Conflict of Interest Code (“Code”) biennially in even-numbered years; and

WHEREAS, the next biennial review of the Code will occur in December 2014; and

WHEREAS, the City is permitted to amend its Code at any time if further amendments are needed prior to the next biennial review; and

WHEREAS, it is recommended that the definition of “consultant” in Appendix A to the Code be revised to incorporate the definition of “consultant” in Fair Political Practices Commission Regulation 18701 (Cal Code Regs., tit. 2, § 18701); and

WHEREAS, it is further recommended that additional minor technical corrections to position titles and disclosure categories be made within Appendix A to the Code.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Santa Rosa that Appendix A to the City’s Conflict of Interest Code is amended to read as set forth in the attached Exhibit “A.”

BE IT FURTHER RESOLVED that Exhibit “A” is made part of this Resolution.

IN COUNCIL DULY PASSED this ____ day of _____, 2013.

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

ATTEST: _____ APPROVED: _____
 City Clerk Mayor

APPROVED AS TO FORM:

City Attorney

**CITY OF SANTA ROSA CONFLICT OF INTEREST CODE
APPENDIX A**

DESIGNATED POSITIONS

<u>City Departments</u>	<u>Disclosure Category</u>
<u>City Attorney's Office</u>	
Assistant City Attorney	A
Deputy City Attorney	A
Administrator – City Attorney's Office	B
<u>City Manager's Office</u>	
Assistant City Manager	A
City Clerk	B
Program Manager – Mayor's Gang Prevention Task Force	B
<u>Community Development Department</u>	
Director	A
Assistant Director - Chief Building Official	A
Permit Intake Manager	B
Plan Check Engineer	C
City Planner	C
Senior Planner	C
Supervising Planner	C
Senior Building Inspector	C
Supervising Engineer	B
Senior Code Enforcement Officer	C
Development Review Coordinator	C
<u>Economic Development and Housing Department</u>	
Director	A
Economic Development and Housing Manager	A
Administrative Services Officer	A
Parking Program Coordinator	B
<u>Finance Department</u>	
Budget and Financial Analysis Manager	A
Financial Reporting Manager	A
Supervising Accountant	A
Administrative Services Officer	A
Purchasing Agent	A
Financial Analyst	A
Revenue Operations Supervisor	A
Revenue Manager	A
Senior Buyer	B
Buyer	B

Fire Department

Fire Chief	A
Deputy Fire Chief	A
Deputy Chief Fire Marshal	A
Fire Protection Engineer	B
Battalion Chief	B
Division Chief	B
Senior Fire Inspector	B
Administrative Service Officer	A

Human Resources Department

Director	A
Risk Manager	A
Employee Relations Manager	B
Risk Management Analyst	B
Liability Claims Analyst	B

Information Technology

Chief Technology Officer	A
IT Section Manager	B

Police Department

Police Chief	A
Police Captain	A
Administrative Services Officer	A
Technical Services Division Manager	A
Police Lieutenant	B

Transportation & Public Works Department

Director/City Engineer	A
Deputy Director - Engineering	A
Deputy Director - Field Services	A
Deputy Director – Development Services	A
Deputy Director – Transit	A
Administrative Services Officer	A
Equipment Maintenance Superintendent	A
Street Maintenance Superintendent	A
Right-of-Way Agent	B
Supervising Engineer	B
Associate Civil Engineer	B
Transit Planner	B

Recreation, Parks & Community Services Department

Director	A
Deputy Director - Parks	A
Deputy Director – Recreation	A
Park Planning & Development Manager	A
Recreation Superintendent	B
Park Superintendent	B
Administrative Services Officer	B

General Services Administrator	B
Facilities Maintenance Coordinator	B

Utilities

Director/City Engineer	A
Deputy Director - Engineering Services	A
Deputy Director – Local Operations	A
Deputy Director – Water/Wastewater Policy	A
Deputy Director – Environmental Services	A
Deputy Director – Utility Operations	A
Utilities Project Development Manager	A
Supervising Civil Engineer	A
Utilities Mechanical Superintendent	A
Reclamation Superintendent	A
Wastewater Treatment Superintendent	A
Utility System Superintendent	A
Biosolids Coordinator	A
Environmental Compliance Supervisor	A
Administrative Services Officer	A
Associate Civil Engineer	B
Stores Specialist	B
Utility System Supervisor	B
Senior Water Resources Planner	B
Geysers Operations and Maintenance Coordinator	B
Water Quality Supervisor	B
Laboratory Supervisor	B
Environmental Compliance Inspector II	B
Environmental Compliance Inspector III	B
Quality Assurance Coordinator	B
Materials Engineer	B

Boards/Agencies/Commissions/Consultants

Disclosure Category

Board of Building Regulation Appeals (Members)	C
Board of Public Utilities (Members)	A
Cultural Heritage Board (Members)	C
Design Review Board (Members)	A
Housing Authority (Members & Attorneys)	A
Community Advisory Board (Members)	A
Successor Agency to the Redevelopment Agency of the City of Santa Rosa (Members and Attorneys)	A
Oversight Board to the City of Santa Rosa as Successor Agency (Members and Attorneys)	A

Consultants*

* Consultants, as defined in California Code of Regulations, title 2, section 18701, shall disclose pursuant to the broadest disclosure category in the Conflict of Interest Code subject to the following limitation:

The City Manager 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 herein. 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 City Manager’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.

Public Officials Who Manage Public Investments (Specified in Government Code Section 87200):

The positions listed below manage public investments and shall file a statement of economic interests pursuant to Government Code section 87200. These positions are listed for informational purposes only.

1. Members of the Santa Rosa City Council
2. City Manager
3. City Attorney
4. Finance Director
5. Members of the Santa Rosa Planning Commission