

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

DESIGNATED POSITIONS

City Departments

Disclosure Category

City Attorney's Office

Assistant City Attorney	A
Deputy City Attorney	A
Administrator – City Attorney's Office	B
Parking Citation Hearing Officer	B

City Manager's Office

Assistant City Manager	A
Community Engagement Director	A
Deputy City Manager	A
City Clerk	B
Program Manager – Violence Prevention Partnership	B
Joint Powers Authority Administrator	A
Executive Management Assistant	B

Office of Community Engagement

Director	A
Program Manager – Violence Prevention Partnership	B

Community Development Planning and Economic Development Department

Chief Building Official	A
Deputy Director – Engineering	A
Deputy Director – Planning	A
Deputy Director-Engineering Development Services	A
Director	A
Economic Development and Housing Manager	A
Development Review Coordinator	AB
Marketing and Outreach Coordinator	B
Permit Intake Manager	B
Supervising Engineer	AB
Chief Building Inspector	AC
City Planner	BC
Code Enforcement Officer	C
Plan Check Engineer	CB
Senior Building Inspector	BBC
Senior Code Enforcement Officer	C
Senior Planner	CB
Supervising Planner	CA
Administrative Services Officer	A

Building Inspector BE

Economic Development and Housing and Community Services Department

Administrative Services Officer A
Administrative Services Officer A
Director A
Deputy Director A
Economic Development and Housing Manager A
Housing and Community Services Manager A
Marketing and Outreach Coordinator B
Parking Program Coordinator B
Code Enforcement Officer C
Senior Code Enforcement Officer C
Senior Code Enforcement Officer C
Code Enforcement Officer C
Parking Citation Hearing Officer B

Finance Department

Administrative Services Officer A
Administrative Services Officer A
Chief Financial Officer A
Deputy Director – Finance A
Economic Development and Housing Manager A
Financial Analyst A
Financial Reporting Manager A
Principal Financial Analyst A
Purchasing Agent A
Revenue Manager A
Parking Manager A
Accounts Payable Supervisor A
Accounts Payable Supervisor A
Payroll Manager A
Revenue Operations Supervisor A
Revenue Operations Supervisor A
Supervising Accountant A
Parking Program Coordinator B
Senior Buyer B
Stores Specialist B
Buyer B
[NOTE: Check with Finance regarding addition of
Parking Citation Review Officer B
and Administrative Analyst (supervises Parking Review Officer)]

Fire Department

Administrative Services Officer A
Deputy Fire Chief A
Division Chief Fire Marshal A

Fire Chief	A
Battalion Chief	B
Division Chief	B
Fire Protection Engineer	B
Senior Fire Inspector Assistant Fire Marshal	B
Emergency Preparedness Coordinator	B

Human Resources Department

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

Information Technology

Chief Technology Information Officer	A
IT Section Manager	B

Police Department

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

Recreation, and Parks & Community Services Department

Deputy Director - Parks	A
Deputy Director – Recreation	A
Director	A
Park Planning & Development Manager	A
Administrative Services Officer	B A
Facilities Maintenance Coordinator	B
Marketing and Outreach Coordinator	B
Park Maintenance Superintendent	B
Recreation Coordinator (Public Arts Program) Arts Coordinator	B

Transportation & Public Works Department

Administrative Services Officer	A
Deputy Director – Engineering	A
Deputy Director - Field Services	A
Deputy Director – Development Services Traffic Engineering Engineering	A
Deputy Director – Engineering Services	A
Deputy Director – Transit	A
Director/City Engineer	A
Fleet Equipment Maintenance Superintendent	A

Street Maintenance Superintendent	A
Transit Superintendent	A
Associate Civil Engineer	B
Marketing and Outreach Coordinator	B
Stores Specialist	B
Supervising Engineer	B
Transit Planner	B
Transportation Planner	B
<u>Facilities Maintenance and Operations Coordinator</u>	<u>B</u>

Utilities Water

Administrative Services Officer	A
Biosolids Coordinator	A
Deputy Director – Environmental Services	A
Deputy Director – Local Operations	A
Deputy Director – Utility Operations	A
Deputy Director – Water and Engineering Resources	A
Deputy Director – Utilities Administration	A
Director/City Engineer	A
Environmental Compliance Supervisor	A
Environmental Compliance Officer	B
Water Reuse Operations Engineer	A
Department Information Systems Supervisor	B
Reclamation Superintendent	A
Utilities Mechanical Superintendent	A
Utility System Superintendent	A
Wastewater Treatment Superintendent	A
Associate Civil Engineer	B
Development Review Coordinator	B
Environmental Compliance Inspector II	B
Environmental Compliance Inspector III	B
Geysers Operations and Maintenance Coordinator	B
Laboratory Supervisor	B
Marketing and Outreach Coordinator	B
Quality Assurance Coordinator	B
Senior Environmental Specialist	B
Senior Water Resources Planner	B
Stores Specialist	B
Supervising Engineer	B
Utility System Supervisor	B
Water Quality Supervisor	B
Water Use Efficiency <u>Water Use Efficiency Sustainability</u> Coordinator	B <u>B</u>
<u>Right of Way Agent</u>	<u>CA</u>
Treatment Supervisor	B
Safety and Training Coordinator	B

Boards/Agencies/Commissions/Consultants

Disclosure Category

Art in Public Places Committee (Members)	A
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. Chief Financial Officer
5. Members of the Santa Rosa Planning Commission

CITY OF SANTA ROSA CONFLICT OF INTEREST CODE
APPENDIX B
DISCLOSURE CATEGORIES

A. Full Disclosure

Persons holding designated positions assigned **Disclosure Category A** shall disclose all income, investment interests, management positions and interests in real property within the City of Santa Rosa or within two miles of its boundaries, other than savings accounts, insurance policies, or government bonds and interest, premiums or dividends derived therefrom, and dividends or returns on securities registered with the U. S. Securities and Exchange Commission. Nothing in this Conflict of Interest Code is intended to require the reporting of gifts from outside the agency's jurisdiction if the purpose of disclosure of the source of the gift does not have some connection with or bearing upon the functions or duties of the position for which the reporting is required.

B. Partial Disclosure, including Income and Investments

Persons holding designated positions assigned **Disclosure Category B** shall disclose all investment interests and management positions in any business entity or source of income, which does business with the City of Santa Rosa, or has done business with the City during the two years prior to the time a statement is required to be filed hereunder, through the filer's department or agency; or which manufactures, sells, provides or furnishes goods or services of the type and character which the City might reasonably be expected to purchase, contract for or use through the filer's agency or department.

C. Partial Disclosure, including Real Property

Persons holding designated positions assigned **Disclosure Category C** shall disclose interests in real property and interest or management positions in any business entity which owns real property, if the property is located within the City of Santa Rosa or within two miles of its boundaries, or within two miles of any land owned by or used by the City.