

CONFLICT OF INTEREST CODE
OF THE
CITY OF MODESTO

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes.

The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730) which contains the terms of a standard conflict of interest code. After public notice and hearing it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendix designating officials and employees and establishing disclosure categories, shall constitute the conflict of interest code of the Board of Building Appeals.

Designated employees and officials shall file their statements with the Office of the City Clerk which will make the statements available for public inspection and reproduction. (Gov. Code Section 81008). Statements for all designated officials will be retained by the Office of the City Clerk.

City of Modesto
Disclosure Categories
Appendix "B"

Group 1: Designated employees in this group shall report all business positions, all investments, interests in real property, income, loans or gifts from individuals or businesses from all sources located in or doing business within the jurisdiction. (Real property shall be deemed to be "within the jurisdiction" if the property or any part of it is located within or not more than two miles outside the boundaries of the city or within two miles of any land owned or used by the City.) **FULL DISCLOSURE***

Group 2: Designated employees in this group shall report all business positions, all investments, income, loans or gifts from individuals or businesses from business entities located in or doing business within the jurisdiction. **FULL DISCLOSURE W/OUT PROPERTY**

Group 3: Designated employees in this group shall report interests in real property located within the jurisdiction or within two miles of the boundaries or the jurisdiction or within two miles of any land owned or used by the agency. **PROPERTY ONLY**

Group 4: Designated employees in this group shall report interest in real property, investments and business positions in business entities and income, including loans, gifts, and travel payments, from sources which engage in land development, construction, or the acquisition or sale of real property. (Real property shall be deemed to be "within the jurisdiction" if the property or any part of it is located within or not more than two miles outside the boundaries of the city or within two miles of any land owned or used by the City.) **COMMUNITY & ECONOMIC DEVELOPMENT**

Group 5: Designated employees in this group shall report investments and business positions in business entities and income, including loans, gifts, and travel payments, from sources which manufacture, sell or design data processing equipment or related services of the type used by the designated employees department or division. **FINANCE**

Group 6: Designated employees in this group shall report investments and business positions in business entities, and income, including loans, gifts, and travel payments, from sources which manufacture or sell fire-related equipment or parts of the type used by the designated employees department or division. **FIRE**

Group 7: Designated employees in this group shall report investments and business positions in business entities and income, including loans, gifts, and travel payments, from sources which manufacture, sell or design data processing equipment or related services of the type used by the designated employees department or division. **INFORMATION TECHNOLOGY**

Group 8: Designated employees in this group shall report investments and business positions in business entities, and income, including loans, gifts, and travel payments, from sources within the jurisdiction which manufacture, sell or supply equipment, including but not limited to horticulture, construction, craft, office and safety supplies and/or equipment of the type used by the designated employees department or division. **PARKS RECREATION & NEIGHBORHOODS / PUBLIC WORKS / UTILITIES DEPARTMENTS**

Group 9: Designated employees in this group shall report investments and business positions in business entities, and income, including loans, gifts, and travel payments, from sources which are involved in healthcare or vocational rehabilitation of the type used by the designated employees department or division. **HUMAN RESOURCES**

Group 10: Designated employees in this group shall report investments and business positions in business entities, and income, including loans, gifts, and travel payments, from sources which sell, manufacture, or distribute equipment and supplies for office, personnel or vehicles of the type used by the designated employees department or division. **POLICE**

***Consultants** shall be included in the list of designated employees and shall disclose pursuant to the broadest category in the code (**Group 1**) subject to the following limitation:

*The City Manager, or his or her designee, 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 the description, a statement of the extent of disclosure requirements. The City Manager’s, or his or her designee, determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

Statutory Required Filers:

The following positions are not covered by this conflict of interest code because those individuals holding these positions must file under Government Code Section 87200 and, therefore, are listed for informational purposes only:

- Mayor
- Council Members
- City Manager
- City Attorney
- Planning Commissioners
- Treasurer/Finance Director

OFFICE OF THE CITY ATTORNEY

CONFLICT OF INTEREST CODE

APPENDIX "A"

<u>Designated Positions</u>	<u>Disclosure Category</u>
Chief Assistant City Attorney	1
City Attorney	Statutory Filer
Deputy City Attorney I, II	1
Senior Deputy City Attorney	1
Paralegal	1

OFFICE OF THE CITY CLERK
CONFLICT OF INTEREST CODE

APPENDIX "A"

<u>Designated Positions</u>	<u>Disclosure Category</u>
Assistant City Clerk	1
City Clerk	1
Consultant	1

OFFICE OF THE CITY MANAGER

CONFLICT OF INTEREST CODE

APPENDIX "A"

<u>Designated Positions</u>	<u>Disclosure Category</u>
City Manager	Statutory Filer
Deputy City Manager (2)	1
Budget Manager	1
Consultant(s)	1
Community and Media Relations Officer	1
Administrative Analyst I, II	1
Management Analyst	1
Senior Financial Analyst	1

COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT

CONFLICT OF INTEREST CODE

APPENDIX "A"

<u>Designated Positions</u>	<u>Disclosure Category</u>
Administrative Analyst I, II	4
Administrative Services Technician I, II	4
Assistant Chief Building Official	4
Assistant City Engineer	4
Assistant Civil Engineer	4
Assistant Engineer	4
Assistant Planner	4
Associate Civil Engineer	4
Associate Engineer	4
Associate Planner	4
Associate Traffic Engineer	4
Building Inspection Supervisor	4
Building Inspector I, II	4
Building Safety Program Coordinator	4
Business Analyst	4
Business Manager	4
Chief Building Official	4
City Engineer	4
Code Enforcement Officer, I, II	4
Community Development Manager	4
Community Development Program Specialist I/II	4
Consultant	4
Development Services Technician I, II	4
Director of Community & Economic Development	1
Economic Development Manager	4
Economic Development Marketing Specialist	4
Engineering Assistant 1/II	4
Environmental Compliance Inspector I, II	4

Housing and Urban Development Supervisor	4
Housing Financial Specialist	4
Housing Rehabilitation Specialist I/II	4
IFP Supervisor	4
Neighborhood Preservation Unit Supervisor	4
Planning Manager	4
Plans Examiner	4
Principal Planner	4
Senior Building Inspector	4
Senior Business Analyst	4
Senior Civil Engineer	4
Senior Community Development Program Specialist	4
Senior Planner	4

FINANCE DEPARTMENT
CONFLICT OF INTEREST CODE
APPENDIX "A"

<u>Designated Employee Positions</u>	<u>Disclosure Category</u>
Principal Accountant	1
Accounting Manager	1
Assistant Buyer (Purchasing Division)	1
Buyer/Senior Buyer	1
Customer Services Supervisor (2)	5
Customer Services Manager	1
Director of Finance	Statutory Filer
Purchasing Manager	1
Stores Supervisor	5
Consultants	1
Senior Financial Analyst	5
Storekeeper	1
Revenue Collections and Compliance Manager	1

FIRE DEPARTMENT
CONFLICT OF INTEREST CODE
APPENDIX "A"

<u>Designated Positions</u>	<u>Disclosure Category</u>
Administrative Analyst	6
Apparatus Committee Members	6
Consultant	6
Deputy Fire Marshal	6
Fire Battalion Chief	6
Fire Chief	1
Fire Division Chief - Operations	6
Fire Division Chief -_Fire Marshal	6
Fire Division Chief- Support	6
Senior Administrative Office Assistant	6

HUMAN RESOURCES DEPARMENT

CONFLICT OF INTEREST CODE

APPENDIX "A"

Designated Positions	Disclosure Category
Risk Analyst I/II	9
Consultant	1
Human Resources Director	1
Risk Manager	9
Employee Relations Officer	9
Human Resources Manager	9
Organizational Development Coordinator	9
Safety Officer	9

INFORMATION TECHNOLOGY DEPARTMENT

CONFLICT OF INTEREST CODE

APPENDIX "A"

<u>Designated Positions</u>	<u>Disclosure Category</u>
Chief Information Officer	1
Information Technology Manager	7
Senior Software Analyst	7
Senior Systems Engineer	7
Principal Information Technology Administrator	7

PARKS, RECREATION AND NEIGHBORHOODS DEPARTMENT

CONFLICT OF INTEREST CODE

APPENDIX "A"

<u>Designated Positions</u>	<u>Disclosure Category</u>
Director of Parks, Recreation and Neighborhoods	1
Recreation and Neighborhoods Services Manager	8
Administrative Analyst II	8
Consultant	1
Parks Planning and Development Manager	8
Parks Project Coordinator	8
Cultural Services Manager	8
Operations Manager	8
Recreation Supervisor	8
Events Coordinator	8
Operations Supervisor	8
Senior Events Coordinator	8

POLICE DEPARTMENT
CONFLICT OF INTEREST CODE

APPENDIX "A"

<u>Designated Positions</u>	<u>Disclosure Category</u>
Public Safety Business Services Analyst	10
Chief of Police	1
Police Captain	10
Police Lieutenant	10
Assistant Police Chief	10
Police Civilian Manager	10

PUBLIC WORKS DEPARTMENT
CONFLICT OF INTEREST CODE
APPENDIX "A"

<u>Designated Positions</u>	<u>Disclosure Category</u>
Administrative Analyst II	8
Airport Manager	1
Associate Engineer	8
Code Enforcement Officer I, II	1
Code Enforcement Supervisor	8
Compost Facility Supervisor	8
Consultant	1
Electrical Supervisor	8
Facilities Manager	1
Fleet Manager	8
Integrated Waste Program Manager	8
Materials Management Superintendent – City Arborist	8
Director of Public Works	1
Operations Supervisor	8
Operations Manager – Streets/Airport/Fleet	1
Operations Supervisor	8
Parking Enforcement Officer	8
Parking Supervisor	8
Recycling Program Coordinator	8
Solid Waste Enforcement Officer	8
Streets Manager	8
Traffic Engineer	1
Traffic Operations Engineer	1
Transit Manager	1

UTILITIES DEPARTMENT
CONFLICT OF INTEREST CODE
APPENDIX "A"

<u>Designated Positions</u>	<u>Disclosure Category</u>
Administrative Analyst I & II	8
Associate Engineer	8
Associate Civil Engineer	8
Associate Land Surveyor	8
Construction Inspector	8
Consultant	1
Director of Utilities	1
Electrical Supervisor	8
Engineering Division Manager	1
Environmental Services Supervisor	8
Laboratory Supervisor	8
Environmental Compliance Inspector II	8
Environmental & Regulatory Compliance Superintendent	1
Property Agent	1
Senior Civil Engineer	1
Senior Construction Inspector	8
Construction Inspector Supervisor	8
Wastewater Collection System Superintendent	1
Plant Maintenance Superintendent	8
Utilities Plant Operations Supervisor	8
Water Quality Control Plant Superintendent/Chief Plant Operator	1
Utilities Services Supervisor	8
Water Division Manager	1
Sr. Land Surveyor	8
Water Superintendent	1
Plant Maintenance Superintendent	1