

RESOLUTION NO. 2018-119

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROHNERT PARK AMENDING APPENDICES A AND B OF THE CITY OF ROHNERT PARK CONFLICT OF INTEREST CODE

WHEREAS, the Political Reform Act (California Government Code Section 81000, *et seq.*) requires public agencies to adopt and promulgate conflict of interest codes; and

WHEREAS, the Fair Political Practices Commission adopted a regulation (Title 2 California Code of Regulations Section 18730) that contains the terms of a standard conflict of interest code and may be incorporated by reference in an agency's Conflict of Interest Code; and

WHEREAS, the Political Reform Act, Government Code Section 87306.5, requires government agencies to conduct biennial reviews of their Conflict of Interest Codes; and

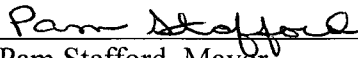
WHEREAS, the disclosure categories and the list of designated positions required to file statements of economic interest under the Conflict of Interest Code are established by resolution; and

WHEREAS, at a duly noticed City Council meeting, staff recommended that amendments to the list of designated positions reflect current positions and titles within the City.

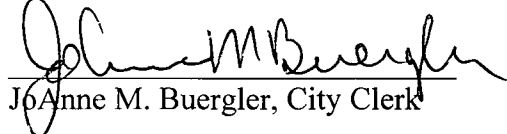
NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Rohnert Park amends Appendices A and B of the Conflict of Interest Code as set forth in Exhibit A, which is incorporated herein by reference and attached to this resolution.

DULY AND REGULARLY ADOPTED by the City Council of the City of Rohnert Park this 11th day of September, 2018.

CITY OF ROHNERT PARK


Pam Stafford, Mayor

ATTEST:


JoAnne M. Buergher, City Clerk

Attachments: Exhibit A: Appendices A and B of the Conflict of Interest Code

AHANOTU: AYE BELFORTE: AYE MACKENZIE: ABSENT CALLINAN: AYE STAFFORD: AYE
AYES: (4) NOES: (0) ABSENT: (1) ABSTAIN: (0)

Exhibit A to Resolution

CITY OF ROHNERT PARK

CONFLICT OF INTEREST CODE - 2018

SECTION 1. AUTHORITY. This code is adopted pursuant to and in compliance with Section 87300 of the California Government Code.

SECTION 2. STANDARDIZED CODE ADOPTED. 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 (Title 2 Cal. Code of Regs. Section 18730) that contains the terms of a standard conflict of interest code and may be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act.

Therefore, the terms of 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 appendices designating positions and establishing disclosure requirements, shall constitute the Conflict of Interest Code of the City of Rohnert Park. This Conflict of Interest Code of the City of Rohnert Park, adopted by Resolution No.2018-119, replaces any Conflict of Interest Code of the City of Rohnert Park, previously in effect.

SECTION 3. STATEMENTS OF ECONOMIC INTEREST. Individuals holding designated positions shall file their Statements of Economic Interest (Statements) with the filing officer (City Clerk), who will retain the Statements and make the Statements available for public inspection and reproduction. (Gov. Code Section 81008.)

SECTION 4. EFFECTIVE DATE. This Conflict of Interest Code shall take effect immediately upon its approval by the City Council of the City of Rohnert Park.

Conflict of Interest Code History:

Adopted September 23, 2008 - Reso. No. 2008-159

Amended September 14, 2010 - Reso. No. 2010-108 (Appendix A only)

Amended September 11, 2012 - Reso. No. 2012-100 (Appendix A only)

Amended September 23, 2014 - Reso. No. 2014-110

Amended September 13, 2016 – Reso. No. 2016-092

Amended September 11, 2018 – Reso No. 2018-119

Exhibit A to Resolution

APPENDIX A

Designated Positions	Disclosure Category
Administration	
Assistant City Manager	1, 2, 3 & 4
Assistant City Attorney(s)	1, 2, 3 & 4
City Clerk	3
Assistant City Clerk	3
Senior Analyst	1, 2, 3 & 4
Information Systems Operations Manager	1, 2, 3 & 4
Consultants who make recommendations directly to the City Council, Boards, and Commissions*	1, 2, 3 & 4
Development Services	
Director of Development Services	1, 2, 3 & 4
City Engineer	1, 2, 3 & 4
Deputy City Engineer	1, 2, 3 & 4
Civil Engineer	1, 2, 3 & 4
Development Engineering Manager/Building Official	1, 2, 3 & 4
Planning Manager	1, 2, 3 & 4
Planner III – Housing and Economic Development Specialist	1, 2, 3 & 4
Public Works Inspector	1, 3 & 4
Finance Department	
Finance Director (if not serving as City Treasurer)	1, 2, 3 & 4
Human Resources	
Human Resources Director	1, 2, 3 & 4
Public Safety	
Public Safety: Director	1, 2, 3 & 4
Public Safety: Commanders	1, 2, 3 & 4
Public Safety: Civilian Fire Marshal	1, 3 & 4
Public Works & Community Services	
Director of Public Works & Community Services	1, 2, 3 & 4
Project Manager	2, 3 & 4
Project Coordinator	2, 3 & 4
Public Works Operations Manager - General Services	2, 3 & 4
Public Works Operations Manager - Utilities	2, 3 & 4
Community Services Manager	1, 2, 3 & 4
Community Services Supervisor	2 & 3
Performing Arts Center Supervisor	1, 2, 3 & 4
Purchasing Agent	1, 2, 3 & 4
Commission and Board Members	
Mobile Home Parks Rent Appeals Board	1, 2, 3 & 4
Rohnert Park Financing Authority	1, 2, 3 & 4
City of Rohnert Park Foundation	1, 2, 3 & 4
Rohnert Park District	1, 2, 3 & 4

Exhibit A to Resolution

Rohnert Park Civic Commission	1, 2, 3 & 4
Successor Agency to the Community Development Commission	1, 2, 3 & 4
Building Appeals Board	1, 2, 3 & 4

87200 Filers	
City Council**	1, 2, 3 & 4
City Manager	1, 2, 3 & 4
City Attorney	1, 2, 3 & 4
Finance Director/City Treasurer	1, 2, 3 & 4
Planning Commissioners	1, 2, 3 & 4

NOTE: The City Council, City Manager, City Attorney, Finance Director/City Treasurer and Planning Commissioners are not included as “designated positions” as the disclosure obligations for these positions are set forth in Government Code Section 87200, et seq.

*Consultants shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitations:

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 comply fully with the disclosure requirements 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 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.

**City Council Members file an expanded Statement of Economic Interest as they also serve as the Rohnert Park Financing Authority, City of Rohnert Park Foundation, Rohnert Park District, Rohnert Park Civic Commission, and Successor Agency to the Community Development Commission.

APPENDIX B

DISCLOSURE CATEGORIES

An investment, interest in real property, or income is reportable if the business entity in which the investment is held, the interest in real property, or the income or source of income may likely be affected materially by any decision made or participated in by the designated person because of his or her position.

Category 1 (Schedules A1, A2, B, C, D, E)

Must Report: All investments, interest in real property, income including, gifts, loans, and travel payments, and any business entity in which the person is a director, officer, partner, trustee, employee, or holds any position of management. Financial interests are reportable only if located within or subject to the jurisdiction of the city or if the business entity is doing business or planning to do business in the jurisdiction or has done business within the jurisdiction at any time during the two years prior to the filing of the statement.

Category 2 (Schedule A1, A2, C, D, E)

Must Report:

- A. Investments in any business entity located outside of the jurisdiction of the city if the business entity does business with the city on a regular basis and if the designated person occupies a position that has any discretion in recommending with whom such business shall be placed or conducted.
- B. Each source of income including, gifts, loans, and travel payments received under Subsection A above.
- C. His or her status as a director, officer, partner, trustee, employee, or any position of management in any business entity defined in Subsection A above.

Category 3 (Schedule A1, A2, C, D, E)

Must Report:

- A. Investments in any business entity which, within the last two years, has contracted or in the foreseeable future may contract with the city to provide services, supplies, materials, machinery, or equipment to the city.
- B. Income including, gifts, loans, and travel payments from any source which, within the last two years, has contracted or in the foreseeable future may contract with the city to provide services, supplies, materials, machinery, or equipment to the city.
- C. His or her status as a director, officer, partner, trustee, employee, or holder of a position of management in any business entity, which, within the last two years, has contracted or in the foreseeable future may contract with the city to provide services, supplies, materials, machinery, or equipment to the city.

Category 4 (Schedule A2, C, D, E)

Must Report: Income including, gifts, loans, and travel payments received by a designated person from any labor organization or employee organization which represents employees employed by the city and which organization negotiates with the city as a representative of employees of the city regarding wages, compensation, hours of work, working conditions, or other terms and conditions of employment.

2018 Local Agency Biennial Notice

Name of Agency: City of Rohnert Park
Mailing Address: 130 Avram Avenue, Rohnert Park, CA 94928
Contact Person: JoAnne Buerger, City Clerk Phone No. 707-588-2225
Email: jbuergler@rpcity.org Alternate Email: cityclerk@rpcity.org

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict of interest code and has determined that (*check one BOX*):

☒ **An amendment is required. The following amendments are necessary:**

(*Check all that apply.*)

- ☒ Include new positions
- ☐ Revise disclosure categories
- ☒ Revise the titles of existing positions
- ☒ Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- ☒ Other (*describe*) Building Appeals Board

☐ **The code is currently under review by the code reviewing body.**

☐ **No amendment is required.** (If your code is over five years old, amendments may be necessary.)

Verification (to be completed if no amendment is required)

This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.


Signature of Chief Executive Officer

9/12/18
Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 1, 2018**, or by the date specified by your agency, if earlier, to:

(PLACE RETURN ADDRESS OF CODE REVIEWING BODY HERE)

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.