CITY OF UKIAH
Conflict of Interest code

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. Sec. 18730) that contains the terms of a standard conflict of interest code, which can 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 2 California Code of Regulation 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 positions and establishing disclosure requirements, shall constitute the conflict of interest code of the City of Ukiah.

Individuals holding designated positions shall file their statements of economic interests with the City, which will make the statements available for public inspection and reproduction. (Gov. Code Sec. 81008.) Upon receipt of the statements for the City Council, Planning Commission, Treasurer, and the City Manager, the City shall make and retain copies and forward the originals to the Fair Political Practices Commission. All other statements will be retained by the City.

Consultants:

Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitation:

The City Manager or his designee may determine in writing that a particular consultant or new position, 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 in this section. Such written determination shall include a description of the consultant's or new positions duties and, based upon that description, a statement of the extent of disclosure requirements. The City Manager or his designee'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. (Gov. Code Section 81008.)

APPENDIX TO CONFLICT OF INTEREST CODE
DISCLOSURE CATEGORIES FOR CONFLICT OF INTEREST CODE
EXHIBIT A

DISCLOSURE CATEGORIES	POSITION	REPORTABLE BUSINESS
1. Full Disclosure for High Level Officials with Broad and Indefinable Duties	Mayor*, Councilmembers*, City Manager*, City Attorney*, City Treasurer*, Finance Director*, Planning Commissioners*, Deputy City Manager, Assistant City Attorney, Police Chief, Fire Chief, Community Development Director, Community Services Director, Public Works Director/City Engineer, Risk Manager/HR Director, Electric Utility Director, Water Resources Director, Building Board of Appeals, Demolition Permit Review Committee, Design Review Board, Investment Oversight Committee; Traffic Engineering Committee	All investments and business positions in business entities, sources of income (including receipt of gifts, loans, and travel payments) from businesses doing business with the City of Ukiah, and real property located within the city or within one mile of the city limits.
2. Procurement Decisions – Agency-wide Authority	City Clerk, Senior Deputy City Clerk, Deputy City Clerk, Deputy Public Works Director, Senior Civil Engineer (two positions), Associate Engineer, Financial Services Manager, Purchasing Manager, Buyer II, Finance Controller (three positions), Fleet and Facilities Maintenance Manager, Assistant Finance Director, Emergency Management Coordinator, Senior Management Analyst - City Manager's Office (two positions)	Investments and business positions in business entities and sources of income (including receipt of gifts, loans, and travel payments) if the business entity or source provides leased facilities, products, equipment, vehicles, machinery or services (including training or consulting services) of the type utilized by the Agency.
3. Procurement Decisions – Limited Authority	Airport Manager, Recreation Supervisor (two positions), Community Services Supervisor, Museum Director, Assistant Electric Utility Director, Electric Superintendent, Senior Power Engineer, Water Treatment Plant Supervisor, Wastewater Treatment Plant Supervisor, Water and Sewer Distribution Supervisor, Parks and Streets Superintendent, Deputy Director of Water Resources, Assistant Billing and Collections Manager (two positions), Police Lieutenant (two positions), Police Communications and Records Manager, Fire Batallion Chiefs (three positions)	Investments and business positions in business entities, and sources of income (including receipt of gifts, loans, and travel payments) if the business entity or source provides leased facilities, products, equipment, vehicles, machinery or services (including training or consulting services) of the type utilized by the position's Department/Division/Unit.
4. Information Technology	Information Technology (IT) Manager (two positions), Senior Information Technology Specialist - Security Administrator, Senior Information Technology Specialist - Network Administrator	Investments and business positions in business entities and sources of income (including receipt of gifts, loans and travel payments) if the business entity or source provides information technology or telecommunication goods, products or services including computer hardware or software companies, computer consultant services, IT training companies, data processing firms and media services.
5. Grant Funding	Housing and Grants Manager, Housing and Grants Coordinator, Urban Forest Manager	Investments and business positions in business entities and sources of income (including receipt of gifts, loans, and travel payments) if the business entity or source is of the type to receive grants or other funding from or through the Agency.
6. Regulatory/Licenses/ Permits	Chief Building Official, Building Inspector, Fire Inspector, Code Enforcement Officer	Investments and business positions in business entities and sources of income (including receipt of gifts, loans, and travel payments) if the business entity or source is subject to the Agency's regulatory, permit or licensing authority.

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* 87200 Filer; Included solely for disqualification purposes. Disclosure requirements imposed by Government Code Section 87200. Solely required to complete Form 700 or any successor form. (See 2 C.C.R. §18730, Section 3.)

Note: If the City hires "consultants" as defined in 2 C.C.R. §12700, whether or not the consultant has a disclosure obligation and the extent of that obligation will be determined in accordance with the City Manager Consultant Disclosure Policy as adopted on June 7, 2007. Pursuant to that policy, the City Clerk shall forward a copy of this determination to the Fair Political Practices Commission (FPPC).