

RESOLUTION NO. 2016-25

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS  
RESCINDING RESOLUTION NO. 2014-27 AND ADOPTING A REVISED  
CONFLICT OF INTEREST CODE DESIGNATING POSITIONS FOR WHICH  
CONFLICT OF INTEREST FILINGS ARE REQUIRED**

**WHEREAS**, the City has previously adopted a Conflict of Interest Code in compliance with the provisions of the Political Reform Act, Government Code Section 81000, *et seq.* by incorporating by reference California Code of Regulations Section 18730, along with the attached Appendix designated Exhibit "A" in which officials and employees of the City of Los Altos are designated and disclosure categories are set forth to constitute the Conflict of Interest Code of the City of Los Altos; and

**WHEREAS**, the City Council has reviewed and considered administratively suggested changes to the Appendix listing designated positions of City officials and employees along with assigned disclosure categories.

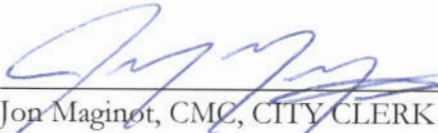
**NOW THEREFORE, BE IT RESOLVED**, that the City Council of the City of Los Altos hereby amends the Appendix to the City's Conflict of Interest Code as set forth in Exhibit A, attached; and directs designated officials and employees to file Statements of Economic Interests in compliance with the provisions of California Code of Regulations Section 18730.

**I HEREBY CERTIFY** that the foregoing is a true and correct copy of a Resolution passed and adopted by the City Council of the City of Los Altos at a meeting thereof on the 23<sup>rd</sup> day of August, 2016 by the following vote:

AYES: BRUINS, MORDO, PEPPER, PROCHNOW, SATTERLEE  
NOES: NONE  
ABSENT: NONE  
ABSTAIN: NONE

  
Jeannie Bruins, MAYOR

Attest:

  
Jon Maginot, CMC, CITY CLERK

**EXHIBIT A  
CITY OF LOS ALTOS  
CONFLICT OF INTEREST CODE  
DESIGNATED POSITIONS**

<b>Position</b>	<b>Disclosure Category</b>
<b>ADMINISTRATION</b>	
Assistant City Manager	1
City Clerk/ <b>Assistant to the City Manager</b>	1
Economic Development <b>Manager/Coordinator</b>	1
<b>ADMINISTRATIVE SERVICES</b>	
Financial Services Manager	1
Human Resources Manager	2
<b>Information Technology Manager</b>	<b>1</b>
<b>Management Analyst</b>	<b>1</b>
<b>COMMUNITY DEVELOPMENT</b>	
<b>Assistant/Associate Planner</b>	<b>5</b>
Building Official	1
<del>Assistant City Manager/</del> Community Development Director	1
Planning Services Manager	1
Senior Planner	1
<b>POLICE</b>	
Police Chief	1
Police Captain	1
Police Services Manager	1
<b>PUBLIC WORKS</b>	
Public Works Director	1
Engineering Services Manager	1
Maintenance Services Manager	1
Special Projects Manager	1
Transportation Projects Manager	1
<b>RECREATION</b>	
Recreation Director	1
Senior/Recreation Supervisor	3
<b>CONSULTANTS*</b>	
Investment Advisor	1
<b>COMMISSIONS (including Liaisons)**</b>	
Bicycle and Pedestrian Advisory Commission	5
Design Review Commission	5
Environmental Commission	4
Financial Commission	1

Historical Commission	5
Parks and Recreation Commission	3
Public Arts Commission	5

\* Consultants performing duties significantly similar to any designated position shall file according to the designated category unless otherwise designated by this Conflict of Interest Code or in writing by the City Manager.

\*\* Liaisons to designated Commissions are subject to the same disclosure category as their respective Commissions.

**Note:** California Government Code Section 87200 applies to members of the City Council and Planning and Transportation Commission, the City Manager, Administrative Services/Finance Director, City Attorney and candidates for any of these offices at any election.

## DISCLOSURE CATEGORIES

### Category 1 (Full Disclosure)

Designated individuals in this category must disclose interests in real property within the City of Los Altos, investments and business positions in business entities, and income from all sources, including gifts, loans and travel payments.

### Category 2

Designated individuals in this category must disclose all investments and business positions in business entities and income, including loans, gifts and travel payments, from entities that provide personnel, payroll, insurance, benefits, retirement and medical services.

### Category 3

Designated individuals in this category must disclose interests in real property within the City of Los Altos, all investments and business positions in business entities, and income, including loans, gifts and travel payments, from entities that provide parks and recreation related services.

### Category 4

Designated individuals in this category must disclose interests in real property within the City of Los Altos, all investments and business positions in business entities, and income, including loans, gifts and travel payments, from entities that provide environmental planning, management, installation and consulting services.

### Category 5

Designated individuals in this category must disclose interests in real property, ownership interests of 10% or greater in business entities, and income from all sources, including loans, gifts and travel payments, within the City of Los Altos.