

## City of Martinez Conflict of Interest Code

### APPENDIX A – LIST OF DESIGNATED POSITIONS

Individuals holding the following positions must file a Statement of Economic Interest (Form 700):

DEPARTMENT	POSITION	CATEGORY
CITY MANAGER	City Manager*	A
	Assistant City Manager	A
	Assistant City Clerk	C
	Senior Management Analyst	C
ADMINISTRATIVE SERVICES	Human Resources Manager	A
	Finance Director	A
	Senior Accountant	C
	Information Technology Manager	A
	Recreation Manager	A
	Recreation Supervisor	C
	Senior Citizen Supervisor	C
CITY ATTORNEY	City Attorney*	A
	Assistant(s)	A
COMMUNITY & ECONOMIC DEVELOPMENT	Community & Economic Development Director	A
	Chief Building Official	A
	Planning Manager	A
	Associate Planner	A
	Senior Planner	A
	City Engineer	A
	Senior Civil Engineer	A
	Associate Civil Engineer	A
PUBLIC WORKS	Public Works Director	A
	Deputy Public Works Director	A
	Sr. Construction Inspector	A
	Sr. Building Inspector	A
	Code Enforcement	A
	Public Works Superintendent	A
	Maintenance Supervisor	C
	Park Supervisor	C
CONSULTANTS	**	A

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POLICE DEPARTMENT	Police Chief	A
	Police Captain	A
	Police Lieutenant	A
	Dispatch Supervisor	C
	Records Supervisor	C
ENTERPRISE FUND	Water Superintendent	A
	Water Plant Maintenance Manager	A
	Water Operations Supervisor	C
	Maintenance Supervisor	C
ELECTED OFFICIALS	City Clerk	A
	City Council*	A
	City Treasurer*	A
COMMISSIONS	Veterans	C
	Cemetery	C
	Civil Service	C
	PRMCC	A
	Planning*	A
COMMITTEES	Design Review	A

\* Positions report under state law rather than City's Conflict of Interest Code.

\*\* Individuals providing services as a consultant as defined in Title 2 CA Code of Regulations Section 18700.3 or 18734 shall disclose pursuant to the broadest disclosure category in this code unless the City Manager or designee determines in writing that a consultant has been hired to perform a range of duties sufficiently limited in scope and it is more appropriate to assign a limited disclosure requirement. Any determination is a public record and shall be retained in the same manner and location as the disclosure statements filed pursuant to this code.

All acting and interim appointments are to be treated in the same manner as regular appointments under this code.

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### APPENDIX B - DISCLOSURE CATEGORIES

This disclosure categories listed below identify the types of investments, business positions, sources of income or real property which Designated Positions must disclosure for each category to which the position is assigned.

CATEGORY	DESCRIPTION
A	Positions designated to be in this category shall disclose all income, investment interests, management positions, and interests in real property within the City of Martinez or within two (2) miles of its boundaries.
B	Positions designated to be in this category shall disclose interests in real property or investments, or management positions in any business entity, which owns real property, if the property is located within the City of Martinez or within two (2) miles of its boundaries, or within two (2) miles of any land owned or used by the City, investments or management positions in any business entity or source of income which engages in land development, construction or the acquisition, management, or sale of real property.
C	Positions designated to be in this category shall disclose all income, investments, and management positions in any business entity, or source of income which does business with the City of Martinez, or has done business with the City during the two (2) years prior to the time a statement is required to be filed hereunder, through the designated employee'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 employee's agency or department.
CONSULTANTS	Consultants shall be included in the list of designated employees and shall disclose pursuant to Category A subject to the following limitations:  <i>Individuals providing services as a consultant as defined in Title 2 CA Code of Regulations Section 18700.3 or 18734 shall disclose pursuant to the broadest disclosure category in this code unless the City Manager or designee determines in writing that a consultant has been hired to perform a range of duties sufficiently limited in scope and it is more appropriate to assign a limited disclosure requirement. Any determination is a public record and shall be retained in the same manner and location as the disclosure statements filed pursuant to this code.</i>

### FURTHER INFORMATION AND INSTRUCTIONS

Further information and instructions regarding the Statement of Economic Interests (Form 700) may be found within Form 700 itself, and the Form 700 Reference Pamphlet, both available at the California Fair Political Practices Commission website: [www.fppc.ca.gov](http://www.fppc.ca.gov)

**RESOLUTION NO. 010-23**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARTINEZ AMENDING THE CITY'S CONFLICT OF INTEREST CODE, DESIGNATING POSITIONS AND DISCLOSURE REQUIREMENTS FOR STATEMENTS OF ECONOMIC INTERESTS FORM 700**

**WHEREAS**, the Political Reform Act of 1974 ("Act"), Government Code Sections 8100 et seq. enacted as part of Proposition 9, requires every local agency to adopt and promulgate a Conflict of Interest code applicable to employees or consultants holding designated positions and public officials within the jurisdiction of the local agency; and

**WHEREAS**, on November 21, 1994, the City Council adopted Resolution No. 121-94 amending Resolution No. 158-92, a revised Conflict of Interest Code; on March 18, 1996, the City Council adopted Resolution No. 034-96 amending the Conflict of Interest Code; on April 23, 2003, the City Council adopted Resolution No. 044-03 amending the Conflict of Interest Code; and on December 20, 2017 the City Council adopted Resolution No. 141-17 again amending the Conflict of interest code; and

**WHEREAS**, the City Council at this time wishes to amend and update its Conflict of Interest Code as it relates to the specific enumeration of employees and committees required to comply with said Code and their appropriate categories of disclosure; and

**WHEREAS**, the Fair Political Practices Commission has adopted a regulation, California Code of Regs. Section 18730 which contains the terms of a standard model Conflict of Interest Code, which can be incorporated by reference, and which will be amended to conform to amendments in the Political Reform Act after public notice and hearings conducted by the Fair Political Practices Commission pursuant to the Administrative Procedures Act, Government Code, Sections 11270, et. seq.; and

**WHEREAS**, the City Council adopted Resolution No.005-23 on January 18, 2023 noticing the intent to amend the Conflict of Interest Code, and setting a public hearing for February 1, 2023.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Martinez as follows:

**Section 1:** Section 18730 of Title 2 of the California Code of Regulations, and any amendments made thereto, is hereby adopted and promulgated as the Conflict of Interest Code of the City within the meaning of Government Code Section 87300 et seq.

**Section 2:** The Appendices attached as Exhibit 3 to this Resolution are incorporated into the Conflict of Interest Code of the City of Martinez as referenced therein by the term "Appendix."

**Section 3:** This Resolution shall supersede all previous resolutions adopting or amending a Conflict of Interest code, including Resolution No.'s 158-92, 121-94, 034-96, 044-03, and 141-17.

**I HEREBY CERTIFY** that the foregoing is a true and correct copy of a resolution duly adopted by the City Council of the City of Martinez, at a Regular Meeting of said Council held on February 1, 2023 by the following vote:

**AYES:** Councilmember Jay Howard, Satinder S. Malhi, Debbie McKillop;  
Vice Mayor Mark Ross, Mayor Brianne Zorn

**NOES:** None

**ABSTAIN:** None

**ABSENT:** None

  
RICHARD HERNANDEZ, CITY CLERK  
CITY OF MARTINEZ