



CONFLICT OF INTEREST CODE (ESTABLISHED JUNE 1980)

Revised by Resolution No. NS-30,461, April 22, 2025
Adopted by Resolution No. NS-13,917A, June 24, 1980

1. 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 (FPPC) has adopted a regulation (2 California Code of Regulations Section 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 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 A (Schedule of Designated Positions and their Disclosure Categories)** and **B (List of Disclosure Categories)**, designating positions and establishing financial disclosure categories, shall constitute the conflict of interest code of the City of Santa Cruz.
2. Individuals holding designated positions referenced in Appendix A, including temporary employees, consultants, and those in newly created positions who are required to disclose their financial interests pursuant to the California Political Reform Act, shall file their Statements of Economic Interests (FPPC Form 700) in compliance with the provisions of California Code of Regulations Section 18730.
3. Designated public officials and employees are required to file an Assuming Office Statement when they assume a designated position, an Annual Statement each year by April 1, and a Leaving Office Statement within thirty days of leaving office.

APPENDIX A

DESIGNATED POSITIONS

DISCLOSURE CATEGORY

ADMINISTRATION	
City Council	Govt. Code §87200 et seq.
City Manager	Govt. Code §87200 et seq.
Assistant City Manager	1
Assistant to the City Manager	1
Communications Manager	1
Community Relations Specialist	3
Deputy City Manager I/II	1
Homelessness Response Manager	1
Management Analyst	1
Principal Management Analyst	1
Sustainability and Resiliency Officer	1

CITY CLERK	
City Clerk Administrator	1
Deputy City Clerk Administrator	3

CITY ATTORNEY	
City Attorney	Govt. Code §87200 et seq.
Deputy City Attorneys	1

ECONOMIC DEVELOPMENT	
Director of Economic Development	1
Business Service Liaison	5
Development Manager	5
Economic Development Manager	5
Economic Development Coordinator	5
Housing Program Manager	5
Housing Program Specialist	5
Management Analyst	5
Principal Management Analyst	5
Successor Agency Executive Director	1

FINANCE	
Director of Finance	Govt. Code §87200 et seq.
Assistant Director of Finance	1
Accountant I/II	3
Accounting Services Supervisor	3
Buyer I/II	3
Finance Manager	4
Principal Management Analyst	3
Purchasing Manager	4
Revenue Collections Specialist	3
Risk and Safety Manager	4
Senior Accountant	4

Conflict of Interest – Appendix A

DESIGNATED POSITIONS

DISCLOSURE CATEGORY

FIRE DEPARTMENT	
Chief of Fire	1
Deputy Chief of Fire	1
Deputy Fire Marshal	1
Division Chiefs	1
Fire Battalion Chief	1
Fire Inspector I/II	1
Fire Marshal	1
Principal Management Analyst	3

HUMAN RESOURCES	
Human Resources Director	1
Human Resources Analyst I/II	3
Principal Human Resources Analyst	3
Program Analyst	3

INFORMATION TECHNOLOGY	
Information Technology Director	1
Assistant Director of Information Technology	1
Information Technology Project Manager/Training Coordinator	3
Information Technology Manager	3
Network and Systems Administrator	3
SCADA Network and Systems Administrator	3

PARKS AND RECREATION DEPARTMENT	
Director of Parks & Recreation	1
Golf Course Superintendent	3
Park Planner	5
Principal Management Analyst	3
Recreation Superintendent	1
Senior Planner	1
Superintendent of Parks	1
Urban Forester	5

PLANNING AND COMMUNITY DEVELOPMENT	
Director of Planning & Community Development	1
Assistant Director of Planning and Community Development	1
Associate Planner I/II	5
Building Inspector	5
Chief Building Official	1
Code Compliance Manager	5
Code Compliance Specialist	5
Code Compliance Supervisor	5
Deputy Building Official	1
Green Building Environmental Specialist	5
Management Analyst	4
Principal Planner	5

Conflict of Interest – Appendix A

DESIGNATED POSITIONS

DISCLOSURE CATEGORY

PLANNING AND COMMUNITY DEVELOPMENT (continued)	
Principal Management Analyst	4
Senior Building Inspector	5
Senior Planner	5
Senior Plans Examiner	5
Supervising Building Inspector	5
Supervising Plans Examiner	5
POLICE	
Chief of Police	1
Deputy Chiefs	1
Lieutenants	3
Principal Management Analyst	3
PUBLIC WORKS	
Director of Public Works	1
Assistant Director of Public Works/City Engineer	1
Associate Professional Engineer	3
Associate Planner I/II	3
Engineering Associate	3
Environmental Compliance Inspector	3
Environmental Programs Analyst I/II	3
Facilities Maintenance Supervisor	3
Garage Services Supervisor	3
Management Analyst	3
Parking Program Manager	3
Principal Management Analyst	3
Principal Planner	5
Public Works Operations Manager	4
Senior Environmental Compliance Inspector	3
Senior Professional Engineer	3
Superintendent of Solid Waste	3
Superintendent of Parking Services	3
Superintendent of Resource Recovery – Collections and Sweeping	3
Superintendent of Resource Recovery - Processing and Disposal	3
Transportation Manager	3
Transportation Planner I/II	3
Wastewater Collections Manager	3
Wastewater Laboratory/Environmental Compliance Manager	3
Wastewater System Manager	3
Wastewater Treatment Facilities Operations Manager	3
WATER	
Director of Water Department	1
Deputy Water Director/Engineering Manager	1
Deputy Water Director/Operations Manager	1
Assistant Finance Director	1
Associate Planner I/II	3

Conflict of Interest – Appendix A

DESIGNATED POSITIONS

DISCLOSURE CATEGORY

WATER (continued)	
Associate Professional Engineer	3
Chief Park Ranger	3
Principal Management Analyst	3
Principal Planner	1
Senior Environmental Projects Analyst	3
Senior Professional Engineer	1
Superintendent of Water Plant and Production	3
Utility Services Manager	3
Water Distribution Superintendent	3
Water Quality Manager	3
Watershed Compliance Manager	3

COMMISSIONERS, COMMITTEE AND BOARD MEMBERS	
Arts Commission	1
Board of Building Appeals	1
Commission for the Prevention of Violence against Women	2
Downtown Commission	1
Historic Preservation Commission	1
Parks and Recreation Commission	1
Planning Commission	Govt. Code §87200 et seq.
Transportation & Public Works Commission	1
Water Commission	1

SPECIFIED CONSULTANTS	1
Those consultants likely to participate in the making of a governmental decision as determined by the City Manager in writing.	

APPENDIX B DISCLOSURE CATEGORIES

1. FULL DISCLOSURE

What to report? All investments and business positions in business entities, sources of income including gifts, loans and travel payments, and interests in real property located in the City.

What Form 700 schedules? All Schedules (A through E)

2. ALL INCOME, EXCLUDING INTERESTS IN REAL PROPERTY

What to report? All investments and business positions in business entities, and sources of income including gifts, loans and travel payments.

What Form 700 schedules? A, C, D, E

3. CITY/DEPARTMENT-RELATED INCOME

What to report? All investments and business positions in business entities and sources of income including gifts, loans and travel payments if the source is of a type which provides, manufactures, or supplies goods, materials, equipment, machinery or services, including training or consulting services, of the type utilized by or subject to the review or approval by the City or the department in which that person is employed.

What Form 700 schedules? A, C, D, E

4. CITY/DEPARTMENT-RELATED INCOME, REAL PROPERTY

What to report? All investments and business positions in business entities and sources of income including gifts, loans and travel payments, and all interests in real property, if the source is of a type which provides, manufactures, or supplies goods, materials, equipment, machinery or services, including training or consulting services, of the type utilized by or subject to the review or approval of the City or the department in which that person is employed.

What Form 700 schedules? All Schedules (A through E)

5. REGULATORY, LAND DEVELOPMENT RELATED INCOME, REAL PROPERTY

What to report? All investments and business positions in business entities and sources of income including gifts, loans and travel payments, and interests in real property, if the source is of the type that is subject to the regulatory permit or licensing authority by the department in which that person is employed or the source of income is from land development, construction or the acquisition or sale of real property by the City.

What Form 700 schedules? All Schedules (A through E)