

**CONFLICT OF INTEREST CODE**  
**OF THE**  
**CITY OF COACHELLA**

(Amended ~~December 12, 2018~~ November 11, 2020)

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 Regs. § 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 Regulation 18730 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 incorporation page, Regulation 18730 and the attached Appendix designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the **City of Coachella (the "City")**.

The Mayor, Members of the City Council and Planning Commission, the City Manager, the City Attorney and the City Treasurer, may electronically file their annual statements of economic interests directly with the Fair Political Practices Commission. All other officials and designated positions required to submit a statement of economic interests shall file their statements with the **City Clerk** as the City's filing officer. ~~The City Clerk shall make and retain a copy of all statements filed by the Mayor, Members of the City Council and Planning Commission, the City Manager, the City Attorney and the City Treasurer, and forward the originals of such statements to the Fair Political Practices Commission.~~ The **City Clerk** shall retain the originals ~~of the~~ statements offiled by all other officials and designated positions and will make all retained statements available for public inspection and reproduction during regular business hours. (Gov. Code § 81008.)

**APPENDIX**  
**CONFLICT OF INTEREST CODE**  
**OF THE**  
**CITY OF COACHELLA**

(Amended ~~December 12, 2018~~ November 11, 2020)

**PART “A”**

The Mayor, Members of the City Council and Planning Commission, the City Manager and/or City Administrator, the City Attorney, the City Treasurer, and all Other City Officials who manage public investments as defined by 2 Cal. Code Regs. § 18700.3(b), are NOT subject to the City’s Code but must file disclosure statements under Government Code section 87200 et seq. [Regs. § 18730(b)(3)]

**OFFICIALS WHO MANAGE PUBLIC INVESTMENTS**

It has been determined that the positions listed below are Other City Officials who manage public investments<sup>1</sup>. These positions are listed here for informational purposes only.

Finance Director/Deputy City Treasurer

Financial Consultant

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<sup>1</sup> Individuals holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by § 87200.

**DESIGNATED POSITIONS**  
**GOVERNED BY THE CONFLICT OF INTEREST CODE**

<b><u>DESIGNATED POSITIONS'</u></b> <b><u>TITLE OR FUNCTION</u></b>	<b><u>DISCLOSURE CATEGORIES</u></b> <b><u>ASSIGNED</u></b>
Assistant City Manager	1, 2
Assistant Engineer	2, 3, 5
Assistant to the City Manager	1
Building Inspectors	3, 6
Building Maintenance Worker	5
Business License Technician	6
Chief Building Official	3, 5, 6
Chief Treatment/Collection System Operator	2, 3, 5
City Attorney (not filing under Gov. Code § 87200)	1, 2
City Clerk	5
Civil Engineering Associate	2, 3, 5, 6
Code Compliance Manager	2, 3, 5, 6
Code Compliance Officer	5, 6
Code Enforcement Aide	2, 3, 5, 6
Community Development Technician	6
Construction Project Coordinator	5
Controller	4
Deputy City Clerk	5
Development Services Director	1, 2
<b><u>Economic Development Director</u></b>	<b><u>1, 7</u></b>

**DESIGNATED POSITIONS'**

**TITLE OR FUNCTION**

**DISCLOSURE CATEGORIES**

**ASSIGNED**

Economic Development Manager	1, 2
Environmental/Regulatory Program Manager	2, 3, 5
Executive Assistant	5
Fleet Services Coordinator	5
Grants Manager	7
Human Resources Manager	5
Information Technology Manager	5
Parks Supervisor	2, 3, 5
Planning Manager	2, 3, 5
Principal Planner	1, 2
Public Works Director	1, 2
Public Works/Landscape and Lighting Inspector	2, 5, 6
Recreation Services Coordinator	5
Sanitary Superintendent	3, 5
Senior Center Assistant/ Bus Driver	5
Senior Center Coordinator	5
Senior Civil Engineer	2, 3, 5, 6
Senior Code Compliance Officer	2, 3, 6
Senior Management Analyst	2, 3, 5
Senior Planner	2, 3, 5, 6
Senior Public Works Maintenance Worker	5, 6

**DESIGNATED POSITIONS'**

**TITLE OR FUNCTION**

**DISCLOSURE CATEGORIES**

**ASSIGNED**

Senior Water Service Worker	5
Streets Superintendent/Emergency Services Coordinator	2, 3, 5
Utilities Manager	1, 2
Wastewater Superintendent	2, 3, 5
Water Superintendent	2, 3, 5

**BOARDS & COMMISSIONS**

Parks and Recreation Commission	2, 3, 5
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Consultants and New Positions<sup>2</sup>

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<sup>2</sup> Individuals serving as a consultant as defined in Reg. 18700.3(a) or in a new position created since this Code was last approved that makes or participates in making decisions must file under the broadest disclosure set forth in this Code subject to the following limitation:

The City Manager may determine that, due to the range of duties or contractual obligations, it is more appropriate to assign a limited disclosure requirement. A clear explanation of the duties and a statement of the extent of the disclosure requirements must be in a written document. (Gov. Code § 82019; Regs. 18219 and 18734.). The City Manger'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 § 81008.)

## PART “B”

### DISCLOSURE CATEGORIES

The disclosure categories listed below identify the types of economic interests that the designated position must disclose for each disclosure category to which he or she is assigned.<sup>3</sup> “Investment” means financial interest in any business entity (including a consulting business or other independent contracting business) and are reportable if they are either located in or doing business in the jurisdiction, are planning to do business in the jurisdiction, or have done business during the previous two years in the jurisdiction of the City.

Category 1: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that are located in, do business in, or own real property within the jurisdiction of the City.

Category 2: All interests in real property located in whole or in part within, or not more than two (2) miles outside, the jurisdiction of the City, including any leasehold, beneficial or ownership interest or option to acquire property.

Category 3: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, which engage in land development, construction, or the acquisition or sale of real property within the jurisdiction of the City.

Category 4: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the City.

Category 5: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the designated position’s department, unit or division.

Category 6: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that are subject to the regulatory, permit, or licensing authority of the designated position’s department, unit or division.

Category 7: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, or income from a nonprofit or other organization; if the source is of the type to receive grants or other monies from or through the City or its subdivisions.

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<sup>3</sup> This Conflict of Interest Code does not require the reporting of gifts from outside this agency’s jurisdiction if the source does not have some connection with or bearing upon the functions or duties of the position. (Reg. 18730.1)