

Appendix A

DESIGNATED POSITIONS	DISCLOSURE CATEGORY
ADMINISTRATION	
Town Council	1
Town Manager	1
Assistant Town Manager	1
Administrative Analyst	2
Town Clerk	2
Deputy Clerk	2
Finance Director	1
Finance and Budget Manager	2
Human Resources Director	2
Information Technology Manager	2
Economic Vitality Manager	1
Events and Marketing Specialist	1 2
IT System Administrator	2
COMMUNITY DEVELOPMENT	
Community Development Director	1
Planning Manager	1
Administrative Analyst	2
Senior Planner	1
Assistant Planner	1
Associate Planner	1
Planning Technician	1
Permit Technician	1
Code Compliance Officer	1
Building Official	1
Senior Building Inspector	1 3
Building Inspector	1 3
LIBRARY	
Library Director	2
Library Manager	2
PARKS AND PUBLIC WORKS	
Director of Parks and Public Works	1
Assistant Director/Town Engineer	1
Superintendent	1
Senior Administrative Analyst	1
Arborist	1
Assistant Engineer	1
Associate Engineer	1

Traffic Engineer	1
Public Works Inspector	1
Senior Public Works Inspector	1
Associate Engineer Technician	1
Engineering Technician	1
Senior Engineering Technician	1
Environmental Programs Specialist	1 2
Urban Forest Manager	1
Project Manager/Construction Project Manager	1
Transportation and Mobility Manager	1
Operations Manager	1
Supervising Equipment Mechanic	2

POLICE DEPARTMENT

Police Chief	1
Police Captain	1
Records and Communications Manager	2
Senior Administrative Analyst	2
Community Outreach Coordinator	2

TOWN ATTORNEY

Town Attorney	1
Deputy Town Attorney	1

BOARD, COMMISSION, AND COMMITTEE MEMBERS

Arts and Culture Commission	1
Building Board of Appeals	1
Community Health and Senior Services Commission	2
Complete Streets and Transportation Commission	1
Conceptual Development Advisory Commission	1 3
<u>Diversity, Equity, and Inclusion Commission</u>	<u>2</u>
Finance Commission	2
Development Review Committee	1 3
General Plan Committee	1 3
Historic Preservation Committee	1 3
Library Board	2
Parks Commission	1
Personnel Board	2
Planning Commission	1

SPECIFIED CONSULTANTS

Those consultants defined as a “consultant” by the Fair Political Practice Commission and as determined by the Town Attorney in writing.	1
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A Consultant is defined as an individual who contracts with or whose employer contracts with state or local government agencies and who makes, participates in making, or acts in a staff capacity for making governmental decisions.

FPPC Regulation 18700.3 defines “consultants” as including the following individuals who make a governmental decision whether to:

- Approve a rate, rule, or regulation
- Adopt or enforce a law
- Issue, deny, suspend, or revoke any permit, license, application, certificate, approval, order, or similar authorization or entitlement
- Authorize the agency to enter into, modify, or renew a contract provided it is the type of contract that requires agency approval
- Grant agency approval to a contract that requires agency approval and to which the agency is a party, or to the specifications for such a contract
- Grant agency approval to a plan, design, report, study, or similar item
- Adopt, or grant agency approval of, policies, standards, or guidelines for the agency or for any of its subdivisions

A consultant also is an individual who serves in a staff capacity with the agency and:

- Participates in making a governmental decision; or
- Performs the same or substantially all the same duties for the agency that would otherwise be performed by an individual holding a position specified in the agency’s conflict-of-interest code.

In addition, the Town Attorney may determine in writing that a particular consultant is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with these disclosure requirements. Such written determination shall include a description of the consultant's duties and based upon that description, a statement of the extent of disclosure requirements. The Attorney’s determination is a public record and shall be available for inspection.