

Appendix A

DESIGNATED POSITIONS		DISCLOSURE CATEGORY
ADMINISTRATION		
Town Council		1
Town Manager		1
Assistant Town Manager		1
Town Clerk		2
Deputy Clerk		2
Division Manager		1
Administrative Services Director	1	
Finance and Budget Manager		2
Human Resources Director		2
Information Technology (IT) Director	2	
Economic Vitality Manager		1
Events and Marketing Specialist		2
Information Technology (IT) System Administrator		2
COMMUNITY DEVELOPMENT		
Community Development Director		1
Planning Manager		1
Senior Planner		1
Assistant Planner		1
Associate Planner		1
Planning Technician		1
Code Compliance Officer		1
Building Official		1
Senior Building Inspector		3
Building Inspector		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	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
Community Health and Senior Services Commission	2
Complete Streets and Transportation Commission	1
Conceptual Development Advisory Commission	3
Diversity, Equity, and Inclusion Commission	2
Finance Commission	2
Development Review Committee	3
General Plan Committee	3
Historic Preservation Committee	3
Library Board	2
Parks Commission	1
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.