

RESOLUTION NO. 25-26-xx

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUTTER
CREEK UPDATING THE CITY'S CONFLICT OF INTEREST CODE**

WHEREAS, the Sutter Creek City Council has previously adopted Resolutions adopting by reference the model Conflict of Interest Code set forth in Section 18730 of the California Code of Regulations; and

WHEREAS, the City Council is required to periodically update the positions and bodies that are subject to this Code.

NOW, THEREFORE, the City Council of the City of Sutter Creek does hereby find, determine and declare as follows:

1. All previous Resolutions adopted establishing conflict of interest standards for the City of Sutter Creek are hereby rescinded.
2. 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 of Regs. Section 18730, which contains the terms of a standard Conflict of Interest Code, which can be incorporated by reference and which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings. Therefore, the terms of 2 Cal. Code of Regs. Section 18730 and any amendments to is duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the attached Appendix A in which public officials and employees are designated constitute the Conflict of Interest Code of the City of Sutter Creek, which is considered the "Agency" within the purview of this code.
3. Designated employees shall file their statements with the City Clerk, who shall be and perform the duties of filing officer for the City of Sutter Creek. Statements will be available for inspections and reproduction per Government Code Section 81008.

PASSED AND ADOPTED by the City Council of the City of Sutter Creek on this **1st** day of **June 2026** by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Claire Gunselman, Mayor

Pam Caronongan, MMC, City Clerk

APPENDIX "A"
Schedule of Designated Employees

[Addition to previous position/categories shown in *italics and underline*]

POSITIONS	DISCLOSURE CATEGORIES
Community Development Director/ Building Inspector	1, 2, 3
City Clerk	1, 2
City Engineer	1, 2
City Planner	1, 2, 3
Director of Public Works	1, 2
Finance Director	1, 2, 3, 4, 6
Consultants(*)	1, 2, 3
Architectural and/or Design Review Committee Member	1, 2, 3

The Mayor, Members of the City Council and Planning Commission, the City Manager, the City Attorney, the City Treasurer, and all Other City Officials who manage public investments as defined by 2 Cal. Code Regs. § 18701(b), are NOT subject to the City's Code but are subject to the disclosure requirements of the Act. (Government Code Section 87200 et. seq.). [Regs. § 18730(b)(3)]

*Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The City Manager may determine in writing that a particular consultant or a particular employee, although occupying a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to comply fully with the disclosure requirement described in this section. Such determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements, and City Attorney review. The City Manager'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.

APPENDIX "B"

DISCLOSURE CATEGORIES

The disclosure categories listed below identify the types of investments, business entities, sources of income or real property which the Designated Employee must disclose for each disclosure category to which he or she is assigned.

Category 1: All investments and business positions in, and sources of income from business entities that do business or own real property within the jurisdiction of the City, plan to do business or own real property within the jurisdiction of the City within the next year, or have done business or owned real property within the jurisdiction of the City within the past two (2) years.

Category 2: All interests in real property which is located in whole or in part within the jurisdiction of the City.

Category 3: All investments and business positions in, and sources of income from, business entities that are engaged in land development, construction or the acquisition or sale of real property within the jurisdiction of the City, plan to engage in such activities within the jurisdiction of the City within the next year, or have engaged in such activities within the jurisdiction of the City within the past two (2) years.

Category 4: All investments and business positions in, and sources of income from, business entities that are banking, savings and loan, or other financial institutions.

Category 5: All investments and business positions in, and sources of income from business entities that provide services, supplies, materials, machinery, vehicles or equipment of a type purchased or leased by the City and when the authorization to purchase, lease, acquire or make recommendations on such goods or services is within the scope of responsibilities of the reporter.

Category 6: All investments and business positions in, and sources of income from, business entities that provide services, supplies, materials, machinery, vehicles or equipment of a type purchased or leased by the Designated Employee's Department.

Category 7: All investments and business positions in, and sources of income from, business entities subject to the regulatory, permit, or licensing authority of the Commission, will be subject to such authority within the next year, or have been subject to such authority within the past two (2) years.