

**RESOLUTION NO. 2747-10 TC/RDA**

**A JOINT RESOLUTION OF THE TOWN COUNCIL  
OF THE TOWN OF WINDSOR AND THE WINDSOR REDEVELOPMENT AGENCY  
SUPERSEDING RESOLUTION NO. 2378-08 AND ANY CONFLICTING  
RESOLUTIONS AND DESIGNATING POSITIONS REQUIRED TO FILE  
STATEMENTS OF ECONOMIC INTERESTS**

**WHEREAS**, the Political Reform Act, Government Code Sections 81000 et seq., requires state and local government agencies to adopt and to promulgate conflict of interest codes; and

**WHEREAS**, Town of Windsor and Windsor Redevelopment Agency are agencies subject to the Political Reform Act's code-filing requirement; and

**WHEREAS**, 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 and which can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to confirm to amendments to the Political Reform Act; and

**WHEREAS**, the Town of Windsor adopted this standard code and designated which officers and employees should disclose financial interests and describe which interests may be disclosed; and

**WHEREAS**, in accordance with the State of California Political Reform Act which requires every local government agency to review its conflict of interest code biennially; and

**WHEREAS**, the Town of Windsor and Windsor Redevelopment Agency are agencies subject to code-filing requirements and are hereby updating the designated officers and positions that have reporting responsibilities within the respective agency.

**NOW, THEREFORE, BE IT RESOLVED** that the Town Council of the Town of Windsor and the Windsor Redevelopment Agency do hereby incorporate, by reference, along with this resolution in which officers and employees are designated and disclosure categories are set forth, the terms of 2 Cal. Code of Regs. Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission.

**BE IT FURTHER RESOLVED**, that the terms of 2 Cal. Code of Regs. Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission along with this resolution constitute the Conflict of Interest Code for the Town of Windsor and the Windsor Redevelopment Agency.

**BE IT FURTHER RESOLVED AS FOLLOWS:**

**SECTION 1**

The designated positions and disclosure categories relating to the filing of statements of economic interests as per the requirements of the Town's and Windsor Redevelopment Agency Conflict of Interest Code are:

- A. Officials designated by California Government Code Section 87200 to complete State Form 700 and file the original with the Town Clerk for forwarding to the FPCC:

<u>POSITION</u>	<u>DISCLOSURE CATEGORY</u>
Mayor/Redevelopment Agency Chair	1
Town Councilmembers/ Redevelopment Agency Board Member	1
Planning Commissioners	1
Town Manager/ Redevelopment Agency Executive Director	1
Town Attorney/ Redevelopment Agency Counsel	1
Administrative Services Director/ Treasurer	1

- B. Officials designated to complete State Form 700 and file original with Town Clerk as the Town's filing official:

<u>POSITION</u>	<u>DISCLOSURE CATEGORY</u>
Accounting Supervisor	1
Assistant Engineer	2-4
Assistant Town Attorney	2-4
Assistant Town Engineer	2-4
Assistant Town Manager	2-4

Associate Engineer	2-4
Associate Planner	2-4
Building Inspector II	2-4
Building Inspector III	2-4
Building Official	2-4
Consultants	1-4*
Facilities Maintenance Supervisor	2-4
Finance Manager	1
Human Resources Manager	1
Maintenance Superintendent	2-4
Maintenance Supervisor	2-4
Parks and Recreation Director	2-4
Parks and Recreation Management Analyst	2-4
Planning Director	2-4
Police Chief	2-3
Public Works Director/Town Engineer	2-4
Public Works Inspector	2-4
Public Works Maintenance Superintendent	2-4
Public Works Management Analyst	2-4
Public Works Manager	2-4
Recreation Division Manager	2-4
Recreation Program Supervisor	2-4
Senior Engineer	2-4

Senior Management Analyst	2-4
Senior Planner	2-4
Streets Maintenance Supervisor	2-4
Town Clerk/ Redevelopment Agency Secretary	2-4
Water Systems Supervisor	2-4
Wastewater Systems Supervisor	2-4

**Consultants\***

TBD

The Town Manager/Redevelopment Agency Executive Director will make a determination that shall require a particular consultant to file a Statement of Economic Interests if he/she finds that a consultant will:

(A) Make a government decision 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 Town and/or Redevelopment Agency to enter into, modify or renew a contract provided it is the type of contract which requires Town and/or Redevelopment Agency approval;
- grant Town and/or Redevelopment Agency approval to a contract which requires Town and/or Redevelopment Agency approval and which the Town and/or Redevelopment Agency is the party or to the specifications for such contract;
- grant Town and/or Redevelopment Agency approval to a plan, design, report, study or similar term; or
- adopt or grant approval of policies, standards or guidelines for the Town and/or Redevelopment Agency or for any subdivision thereof; or

(B) Serve in a staff capacity with the Town and/or Redevelopment Agency and in that capacity performs the same or substantially all of the same duties for the Town and/or Redevelopment Agency that would otherwise be performed by an individual holding a position specified in the Town's and/or Redevelopment Agency's Conflict of Interest Code.

\*The position of consultant includes County staff hired by the Town and/or Redevelopment Agency on a contract basis.

C. Explanation of Disclosure Categories:

Category 1:

All designated employees in this category shall disclose all sources of income, all interests in real property, and all investments and business positions in business entities.

Category 2:

All designated employees in this category shall disclose investments, business positions and sources of income from business entities that provide services, supplies, materials, machinery or equipment of the type utilized by the Town of Windsor.

Category 3:

All designated employees in this category shall disclose all investments, business positions and sources of income from business entities, and interests in real property, which are subject to the regulatory, permit or licensing authority of the Town of Windsor, or which may receive grants from the Town of Windsor.

Category 4:

All designated employees in this category shall disclose all investments, business positions and sources of income from business entities, which engage in land development, construction or the acquisition or sale of real property in Windsor, and all interests in real property in Windsor.

**SECTION 2**

**NOW, THEREFORE BE IT RESOLVED** that the Town Council of the Town of Windsor and the Redevelopment Agency of the Town of Windsor adopts this resolution superseding Resolution 2378-08 and designating positions required to file statements of economic interest.

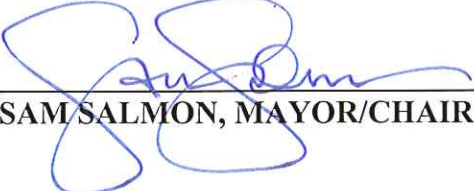
**PASSED, APPROVED and ADOPTED** this 3rd day of November 2010, by the following vote:

**AYES: COUNCILMEMBERS ALLEN, FUDGE, GOBLE, SCHOLAR AND  
MAYOR SALMON**

**NOES: NONE**

**ABSTAIN: NONE**

**ABSENT: NONE**

  
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**SAM SALMON, MAYOR/CHAIR**

**ATTEST:**

  
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**MARIA DE LA C, TOWN CLERK/SECRETARY**