



## **CONFLICT OF INTEREST CODE FOR THE** **CITY OF CORONA** **(Amended December 7, 2022 )**

The Political Reform Act (Gov. Code § 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 Corona (the “City”).

All 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, City Manager, City Attorney/Legal & Risk Management Director and 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 filed 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.)

AB 1234 Training: Government Code Section 53234-53235.2 requires certain ethics training to be completed periodically by certain elected and appointed officials, as well as any other designated employees, and requires in the City Clerk to maintain completion records for such training (“AB 1234 Training”). All employees in all designated positions shall continue to comply as required by the AB 1234 Training requirements (currently, biennially).

# APPENDIX

## CONFLICT OF INTEREST CODE

### OF THE

### CITY OF CORONA

(Amended December 7, 2022 )

## PART “A”

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 of Regs. § 18701(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.

Assistant City Manager

Finance Director

Finance Manager (all)

Financial Consultants

### DESIGNATED POSITIONS

### GOVERNED BY THE CONFLICT OF INTEREST CODE

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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.

<u>DESIGNATED POSITIONS'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u>
Accounting Manager	1, 2
Accounting Supervisor	5
Administrative Program Analyst	5
Administrative Services Manager IV	5, 8
Administrative Supervisor	5
Assistant City Attorney/Assistant Legal & Risk Management Director	1, 2
Assistant City Manager	1, 2
Assistant Director of Utilities	1, 2
Assistant to the City Manager	5
Battalion Chief	5, 6
Budget Manager	1, 2
Building Inspector I/II Flex	5, 6
Building Inspector Supervisor	5
Building Official	5, 6
Building Official/Building Inspection Manager	5, 6
Utility Billing & Administration Manager	1, 2
Business Supervisor	1, 2
Applications Analyst	1, 2
Chief Deputy City Attorney	1, 2
Chief Distribution Operator	2, 3, 5
Chief Information Officer	1, 2

DESIGNATED POSITIONS'  
TITLE OR FUNCTION

DISCLOSURE CATEGORIES  
ASSIGNED

Chief of Police	5, 6
Chief Reclamation Operator	5
Chief Communications Officer	1, 2
Chief Talent Officer	1, 2
Chief Water Operator	5
CIP Supervisor	2, 3, 5
City Clerk	5
City Traffic Engineer	2, 3, 5, 6
Code Compliance Supervisor	5, 6
Code Enforcement Officer I/II Flex	5, 6
Community Services Director	1, 2
Construction Superintendent	2, 3, 5
Customer Care Supervisor	5
Data Scientist	5, 9
Deputy Building Official/Plan Check Manager	5, 6
Deputy Chief Information Officer	1, 2
Deputy City Attorney II (Litigation)	1, 2
Deputy City Clerk	5
Deputy Fire Chief	5, 6
Development Services Manager	5, 6
Director of Utilities	1, 2

<u>DESIGNATED POSITIONS'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u>
Economic Development Coordinator	2, 3, 5
Economic Development Director	1, 2
Electric Utility Analyst	5
Emergency Services Coordinator	5
Emergency Services Manager	5
Executive Assistant	5
Finance Director	1, 2
Financial Analyst (All)	5
Fire Chief	5, 6
Fire Marshal	5, 6
Fleet Manager	5
Fleet Superintendent	5
Help Desk Manager	5, 9
Human Resources Manager (All)	5
Human Resources Supervisor	5
Library Manager	5
Maintenance Manager	5
Maintenance Supervisor	5
Management Analyst (All)	5
Occupational Health & Safety Manager	5
Operations Analyst	3, 5

<u>DESIGNATED POSITIONS'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u>
Operations Manager	3, 5
Operations Manager	3, 5
Parks Supervisor	2, 3, 5
Planning and Development Director	1, 2
Plan Check Manager	5, 6
Planning Manager	2, 3, 5, 6
Police Captain	5, 6
Police Lieutenant	5, 6
Principal Civil Engineer	2, 3, 5, 6
Principal Engineer	2, 3, 5, 6
Property and Contract Technician	1, 2
Public Safety Communications Manager	5
Public Works Director/City Engineer	1, 2
Public Works Inspection Superintendent	5, 6
Public Works Inspection Supervisor	5, 6
Public Works Inspector (All)	5, 6
Purchasing Manager	4
Purchasing Specialist (All)	5
Recreation Supervisor	5
Risk Manager	4, 7
Senior Code Enforcement Officer	5, 6

**DESIGNATED POSITIONS'**  
**TITLE OR FUNCTION**

**DISCLOSURE CATEGORIES**  
**ASSIGNED**

Senior Engineer	2, 3, 5, 6
Senior Engineer – Traffic	2, 3, 5, 6
Senior Network Architect	5, 9
Senior Paralegal/Claims Manager	1, 2
Senior Planner	2, 3, 5, 6
Senior Public Works Inspector	5,9
Senior Software Architect	5, 9
Senior Utility Engineer	2, 3, 5
Support Services Manager	5
Traffic Engineer	2, 3, 5, 6
Transportation Program Manager	2, 3, 5
Workers Compensation Manager	1, 2

**MEMBERS OF BOARDS, COMMISSIONS AND COMMITTEES:**

Corona Public Library Board of Trustees	2, 3, 5
Oversight Board to Successor Agency	1, 2
Parks and Recreation Commission	1, 2
Successor Agency	1, 2

Consultants and New Positions<sup>2</sup>

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<sup>2</sup> Individuals serving as a consultant as defined in FPPC Reg 18701 or in a new position created since this Code was last approved that makes or participates in making decisions must file pursuant to the broadest disclosure category 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 Sec. 82019; FPPC Regulations 18219 and 18734.). 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. (Gov. Code Sec. 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> Such economic interests 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 which is located in whole or in part within, or not more than two (2) miles outside, the jurisdiction of the City.

Category 3: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that are engaged 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, subject to the regulatory, permit, or licensing authority of the designated position’s department, unit or division.

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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)



Category 7:

A) All investments and business positions in business entities and sources of income, including gifts, loans and travel payments, from entities that provide insurance services, including but not limited to, insurance companies, carriers, holding companies, underwriters, brokers solicitors, agents, adjusters, claims managers and actuaries.

B) All investments and business positions in business entities and sources of income, including gifts, loans and travel payments, from entities or persons who have filed a claim, or have a claim pending against the City which is reviewed by the designated employee's department or division.

Category 8: All investments and business positions in business entities and sources of income, including gifts, loans and travel payments, from sources that receive grants or other funding from and through the City.

Category 9: Investments, business positions in business entities, and sources of income (including receipt of gifts, loans and travel payments), from sources that provide information technology and telecommunications goods, products or services, including but not limited to, computer hardware or software companies, computer consulting services, training, data processing firms, and media services.