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**Sacramento  
Housing &  
Redevelopment  
Agency**

January 16, 2001

**APPROVED**  
JAN 16 2001  
OFFICE OF THE  
CITY CLERK

Redevelopment Agency and Housing Authority  
of the City of Sacramento  
Sacramento, California

Honorable Members in Session:

**SUBJECT: CONFLICT OF INTEREST CODE AMENDMENTS**

**LOCATION & COUNCIL DISTRICT** - City

**RECOMMENDATION**

Staff recommends adoption of the attached resolutions amending the Agency's Conflict of Code effective January 1, 2001.

**CONTACT PERSONS**

Joan Roberts, Director, Public & Internal Communications – 440-1363  
Dana Phillips, General Council – 440-1330

**FOR COUNCIL MEETING OF** - January 16, 2001

**SUMMARY**

The attached resolutions amend the Conflict of Interest Code for the Redevelopment Agency and Housing of the City of Sacramento to reflect changed circumstances to be effective January 1, 2001.

**COMMISSION ACTION**

At its meeting of December 20, 2000, the Sacramento Housing and Redevelopment Commission adopted a motion recommending approval of the attached resolutions. The votes were as follows:

- AYES: Amundson, Burns, Castello, Graham, Harland, Holloway, Newsome, Simon
- NOES: None
- NOT PRESENT TO VOTE: Cespedes
- ABSENT: Dobbins, Rotz

**SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY**

Redevelopment Agency and Housing Authority  
of the City of Sacramento  
December 20, 2000  
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**BACKGROUND**

A Conflict of Interest Code must be amended in the event of changed circumstances, such as the addition of new classifications or the modification to existing classifications. On June 27, 2000, a revised classification plan for Administrative and Technical Units and the Management, Supervisor and Confidential Units was approved. On August 29, 2000 a revised classification plan for the Operations and Maintenance and General Clerical and Service Unit. Several classifications and were added and/or modified. Attachment "A" reflects the Designated Employee List with the proposed modifications. A public hearing on these amendments was held before the Sacramento Housing and Redevelopment Commission on December 20, 2000.

**FINANCIAL CONSIDERATIONS**

Approval of this action will have no financial impact on the Agency.

**POLICY CONSIDERATIONS**

The recommended action is consistent with Agency policies and there is no policy change being recommended.

**ENVIRONMENTAL REVIEW**

This is an administrative action exempt from environmental review per CEDQ Guideline Section 15378 (b)(3); NEPA does not apply.

**M/WBE CONSIDERATIONS**

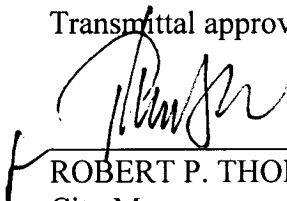
The action proposed in this report has no MBE/WBE impact.

Respectfully submitted,



ANNE M. MOORE  
Executive Director

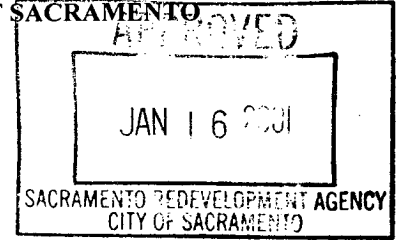
Transmittal approved,

  
\_\_\_\_\_  
ROBERT P. THOMAS  
City Manager

**RESOLUTION NO. 2001-003**

ADOPTED BY THE REDEVELOPMENT AGENCY OF THE CITY OF SACRAMENTO

ON DATE OF



**AMENDMENT OF DESIGNATED EMPLOYEE LIST  
FOR CONFLICT OF INTEREST CODE**

BE IT RESOLVED BY THE REDEVELOPMENT AGENCY OF THE CITY OF SACRAMENTO:

Section 1. The Designated Employee List for the Agency's Conflict of Interest Code adopted on January 31, 1984, as amended, is hereby further amended to read as set forth in Exhibit "A" attached to this resolution.

Section 2. This amended is effective as of January 1, 2001.

\_\_\_\_\_  
CHAIR

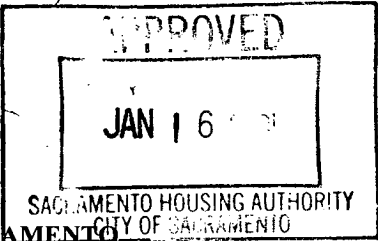
ATTEST:

\_\_\_\_\_  
SECRETARY

\_\_\_\_\_  
**FOR CITY CLERK USE ONLY**

RESOLUTION NO.: \_\_\_\_\_

DATE ADOPTED: \_\_\_\_\_



**RESOLUTION NO. 7001-001**

**ADOPTED BY THE HOUSING AUTHORITY OF THE CITY OF SACRAMENTO**

ON DATE OF

**AMENDMENT OF DESIGNATED EMPLOYEE LIST  
FOR CONFLICT OF INTEREST CODE**

BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY OF  
SACRAMENTO:

Section 1. The Designated Employee List for the Agency's Conflict of Interest Code adopted on January 31, 1984, as amended, is hereby further amended to read as set forth in Exhibit "A" attached to this resolution.

Section 2. This amended is effective as of January 1, 2001.

\_\_\_\_\_  
CHAIR

ATTEST:

\_\_\_\_\_  
SECRETARY

\_\_\_\_\_  
**FOR CITY CLERK USE ONLY**

RESOLUTION NO.: \_\_\_\_\_

DATE ADOPTED: \_\_\_\_\_

**EXHIBIT "A"**

DESIGNATED POSITIONS

DISCLOSURE CATEGORY

Agency Council	1
Buyer	4
Community Development Analyst	2
Community Development Director	1
Community Development Specialist	2
Compliance Analyst	1
Construction Technician	3
Deputy Executive Director	1
Design & Construction Assistant Director	1
Development Services Director	1
Development Services Manager	1
Development Services Analyst	3
Executive Director	1
Finance Director	1
Finance Manager	1
General Counsel	1
Housing Authority Analyst – Grants Mgt.	3
Housing Authority Assistant Director	1
Housing Authority Director	1
Housing Authority Manager	4
Housing Authority Specialist	3
Housing Authority Supervisor	3
Housing Finance Analyst	2
Human Resources Director	1
Information Technology Director	1
Information Technology Program Manager	1
Information Technology Senior Analyst/Administration	4
Information Technology Senior Analyst/Network	4
Management Analyst	1
Maintenance Specialist/Inspector	4
Principal Construction Architect	2
Principal Housing Authority Analyst/Section 8	3
Principal Procurement Services Analyst	4
Program Manager – Community/Social Services	4
Program Operations Director	1
Program Operations Manager	1
Public & Internal Communications Director	1
Public Housing Agent	3

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RESOLUTION NO.: \_\_\_\_\_

DATE ADOPTED: \_\_\_\_\_ (5)

Public Information Officer	1
Real Estate Coordinator	1
Redevelopment Manager	1
Redevelopment Planner	2
Strategic Planning Manager	1
*Housing & Redevelopment Commission	1
*Consultants	1

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**FOR CITY CLERK USE ONLY**

RESOLUTION NO.: \_\_\_\_\_

DATE ADOPTED: \_\_\_\_\_

CONSULTANTS

Definition: A "consultant" for purposes of this Code is a natural person: (1) who provides, under contract, information, advise, recommendation or counsel to a local government agency; and (2) whose consulting position entails the making or participation in the making of decisions which may foreseeably have a material effect on any financial interest. "Natural person" includes only the specific individual or individuals providing the consulting services, and does not include the corporate or other business entity which employs the individual.

Exclusions: The term :consultant excludes a person who: (1) conducts research and arrives at conclusions with respect to his or her rendition of information, advise, recommendation or counsel independent of the control and direction of the agency or any Agency official, other than normal contract monitoring; and (2) possesses no authority with respect to any Agency decision beyond the rendition of information, advice, recommendation or counsel. A person who provides consulting services, advice, information, recommendations or counsel on a regular basis, is not excluded. However, persons hired to produce a finished product or study, construct a project, represent the Agency in a piece of litigation, or conduct similar activities on an ad hoc basis are excluded.

Where a natural person is a "consultant" as defined above, such person is a designated employee under government code Section 82019 and is deemed to make or participate in the making of decisions which may foreseeably have a material effect on any financial interest.

Except as otherwise set forth in this Code, any reference hereto to "designated employee" shall include a natural person who is a consultant covered by this Code.

The Executive Director or designated representative, shall make the initial determination as to whether a person qualifies as a consultant under this code. In making such determination, the Executive Director or designated representative may consult with and rely upon the advise of the Agency's General Counsel.

The disclosure categories for a consultant who is subject to this Code shall be the broadest group of categories for the employees of the of the Agency, provided, however, that the Executive Director or designated representative may select a lesser group of categories where the circumstances so warrant.

The requirements of this code shall be included in the contract which is entered into between the Agency and the consultant.

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DATE ADOPTED: \_\_\_\_\_