

## APPENDIX A

### City of Anaheim Conflict of Interest Code Disclosure Categories

**Disclosure Category 1: Broad responsibilities. Full Disclosure**

Persons in this category shall disclose all applicable investments, business positions, and sources of income, including gifts, loans and travel payments. Persons in this category shall further disclose applicable interests in real property located in the City, including property located within a two mile radius of the City or of any property owned or used by the City.\*

**Disclosure Category 2: City-wide Purchasing Responsibilities**

Persons in this category shall disclose all applicable investments, business positions, and income, including loans and gifts, from sources which provide services, supplies, materials, machinery, or equipment of the type utilized by the City\*

**Disclosure Category 3: Department/Division Purchasing Responsibilities**

Persons in this category shall disclose all applicable investments, business positions, and income, including loans and gifts, from sources which provide services, supplies, materials, machinery, or equipment of the type utilized by the designated employee's department or division.\*

**Disclosure Category 4: Regulatory Power**

Persons in this category shall disclose all applicable investments, business positions, and income, including loans and gifts, from any source which is subject to the regulatory, permit, or licensing authority of the designated employee's department or division.\*

**Disclosure Category 5: Decision-Making Authority Affecting Real Property**

Persons in this category shall disclose all applicable investments, business positions, and income, including loans and gifts, from sources which engage in land development, construction, or the acquisition or sale of real property. Persons in this category shall further disclose all interests in real property located in the City, and within a two mile radius of the City or of any property owned or used by the City.\*

**Disclosure Category 6:      **Decision-Making Authority Affecting Claims and/or Insurance****

Persons in this category shall disclose all applicable investments, business positions, and income, including loans and gifts, from:

- A)      Persons or entities which provide services, supplies, materials, machinery or equipment of the type utilized by the City. Business positions in business entities that manufacture, sell, supply, or promote personnel training materials or that offer personnel consulting services, and that do business, or expect to do business, within the City.
  
- B)      Entities which are engaged in the business of insurance including, but not limited to, insurance companies, carriers, holding companies, underwriters, brokers, solicitors, agents, adjusters, claims managers and actuaries.
  
- C)      Financial institutions including, but not limited to, banks, savings and loan associations and credit unions.
  
- D)      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.
  
- E)      Income received from investments in, and business positions in business entities that offer, sell, or service group medical insurance, group life insurance, group dental insurance, pension plans, or that make investments or any way manage funds relating thereto, and that do business, or expect to do business, within the City.\*

**Disclosure Category 7:      **Investment Responsibilities****

Persons in this category shall disclose all applicable investments, business positions, and income, including loans and gifts, from financial institutions doing business with or eligible to do business with the City.\*

**Disclosure Category 8:      **Limited Area Responsibilities****

Persons in this category shall disclose all applicable investments, business positions, and income, including loans and gifts, from sources located in or doing business in the project area. Persons in this category shall further disclose all applicable interests in real property located in or within 2 miles of the project area.

**\*Definitions**

**“Applicable investments”** relates to investments held by the designated employee, spouse and dependent children with an aggregate value of \$2,000 or more located or doing business in the jurisdiction. It includes investments held by a business entity or trust in which the designated employee, spouse and dependent children have an aggregate interest of 10% or greater.

**“Applicable business positions”** relates to positions in which the designated employee was a director, officer, partner, trustee, employee or held any position of management during the period covered by the report, even if the designated employee received no income from the business entity during the period.

**“Applicable income”** includes the designated employee’s gross income (including loans) and the employee’s community property interest in his or her spouse’s gross income aggregating \$500 or more received from any source located in or doing business in the jurisdiction. Please note that loans are reported on a separate schedule.

**“Applicable gift”** includes anything of value for which the designated employee has not provided equal or greater consideration to the donor. A gift is reportable if its fair market value is \$50 or more. In addition, multiple gifts aggregating \$50 or more received during the reporting period from a single source must be reported. Unless otherwise expressly limited in the Disclosure Categories, gifts are reportable without regard to where the donor is located.

**“Applicable interest in real property”** includes those located in the jurisdiction in which the employee, spouse, or dependent children had a direct, indirect, or beneficial interest aggregating \$2,000 or more any time during the reporting period. The employee is not required to report a residence used exclusively as a personal residence.

**“Jurisdiction”** means the City of Anaheim. Real property is deemed to be “within the jurisdiction” if the property or any part of it is located in or within two miles of the boundaries of the City or any property owned or used by the City, unless a smaller area is specified in the Disclosure Category.