



## CITY OF PALO ALTO OFFICE OF THE CITY CLERK

November 26, 2018

The Honorable City Council  
Palo Alto, California

### **Adoption of a Resolution Amending the Conflict of Interest Code for Designated City Officers and Employees as Required by the Political Reform Act and Regulations of the Fair Political Practices Commission and Repealing Resolution Number 9648**

#### **Recommendation**

It is recommended that Council adopt the attached resolution.

#### **Recommended Motion**

Staff recommends the Council adopt a Resolution:

- A. Amending the Conflict of Interest Code; and
- B. Repealing Resolution Number 9648.

#### **Discussion**

The Political Reform Act requires the City to review its Conflict of Interest Code every two years. [Chapter 2.09](#) of the Palo Alto Municipal Code and the Political Reform Act require the City to adopt a list of designated positions and disclosure responsibilities for each position subject to the Conflict of Interest Code for Designated Employees. Disclosure statements from designated positions are due annually each April and within 30 days of a person either assuming or leaving a designated position.

The attached Resolution amends the City's Conflict of Interest Code to update the list of designated positions to reflect administrative changes, including title changes and positions added or deleted from the Table of Organization.

The attached Resolution adds a Definition section to Appendix B and a new Appendix, Appendix C, providing resources for Statement of Economic Interests filers.

#### **Background**

The attached update to the Conflict of Interest Code was distributed to all City employees on August 21, 2018 and circulated for a written comment period commencing on September 10, 2018 and terminating on November 19, 2018 (see [Staff Report ID# 9449](#)).

During the written comment period, the following additional edits to the Public Works Department, Environmental Services Division were proposed. These additional edits are reflected in the attached draft Resolution.

1. Assign Disclosure Category 4 to the Manager Solid Waste Position; and
2. Add the Project Manager, Environmental Services Division position at the Disclosure Category 4 level.

**PUBLIC WORKS DEPARTMENT**

**Environmental Services Division**

Assistant Director Public Works .....	1
Assistant Manager Water Quality Control Plant .....	3
Coordinator Public Works Projects .....	5
Management Analyst .....	3
Manager Environmental Control Program .....	4
Manager Laboratory Services .....	5
Manager Solid Waste .....	4
Manager Water Quality Control Plant .....	4
Manager Watershed Protection .....	4
Project Manager .....	4
Senior Engineer .....	4

**ATTACHMENTS:**

- Attachment A: 2018 Conflict of Interest Code Resolution (DOCX)

Department Head: Beth Minor, City Clerk



Not Yet Adopted

Resolution No.

Resolution of the Council of the City of Palo Alto Amending the Conflict of Interest Code for Designated City Officers and Employees as Required by the Political Reform Act and Regulations of the Fair Political Practices Commission and Repealing Resolution No. 9648

#### RECITALS

A. The Political Reform Act requires certain City officials, specified in section 87200 of the California Government Code, to file economic disclosure forms (“Form 700”) and abstain from making or participating in making governmental decisions which have a reasonably foreseeable material effect on an economic interest.

B. The Political Reform Act also requires the City to adopt a local conflict of interest code that enumerates specific City positions other than those specified in Government Code section 87200 which involve making or participating in making decisions which have a reasonably foreseeable material effect on an economic interest, and to designate for each position the specific types of investments, business positions, interests in real property and sources of income which are reportable based on the scope of the decision-making authority of the position.

C. Consistent with Chapter 2.09 of the Palo Alto Municipal Code and the biennial schedule established by the Fair Political Practices Commission for amending local conflict of interest codes, the City reviews and amends its local conflict of interest code by resolution every two years.

NOW, THEREFORE, the Council of the City of Palo Alto does RESOLVE as follows:

SECTION 1. Resolution No. 9648 is hereby repealed.

SECTION 2. The Conflict of Interest Code for the City of Palo Alto is hereby amended to read as follows:

#### **CONFLICT OF INTEREST CODE FOR THE CITY OF PALO ALTO**

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 (FPPC) has adopted a regulation (2 Cal. Code of Regs. section 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing the regulation 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. FPPC Regulation 18730 and Appendices A, B, and C, attached to this resolution and a part of it, designating officials and employees and establishing disclosure categories, shall constitute the conflict of interest code of the City of Palo Alto.

Not Yet Adopted

Designated employees shall file statements of economic interests with the City Clerk who will make the statements available for public inspection and reproduction. (Gov. Code, § 81008.) Statements for all designated employees will be retained by the City Clerk.

SECTION 3. The Conflict of Interest Code for the City of Palo Alto will be effective thirty (30) days from the date the City Council approves this resolution.

SECTION 4. The City Council finds that there is no possibility that this resolution will have a significant effect on the environment and upon that basis determines that this resolution is exempt from the California Environmental Quality Act.

INTRODUCED AND PASSED:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

ATTEST:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

APPROVED AS TO FORM:

APPROVED:

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
City Manager

**APPENDIX A  
DESIGNATED POSITIONS**

Title Assigned Disclosure Category

**ADMINISTRATIVE SERVICES DEPARTMENT**

Finance Division

Accountant .....	4
Assistant Director, Administrative Services .....	1
<u>Chief Financial Officer / Director, Administrative Services .....</u>	<u>G.C. 87200</u>
Chief Procurement Officer .....	3
Contracts Administrator .....	3
Manager, <u>Accounting Finance</u> .....	1
<u>Manager Revenue Collections .....</u>	<u>1</u>
Manager, Treasury, Debt and Investment .....	1
<del>Manager Revenue Collections .....</del>	<del>1</del>
Principal Business Analyst .....	4
Senior Accountant .....	4
Senior Business Analyst .....	4
Senior Buyer .....	4
<del>Senior Management Analyst (Senior Financial Analyst) .....</del>	<del>4</del>
Senior Management Analyst .....	4
Warehouse Supervisor .....	5

Real Estate Division

<u>Manager, Real Property .....</u>	<u>4</u>
Senior Management Analyst .....	4
<del>Senior Management Analyst (Senior Principal Analyst) .....</del>	<del>4</del>
<del>Manager, Real Property .....</del>	<del>4</del>

Budget & Management Analysis Division

Director, Office of Management and Budget .....	1
Management Analyst .....	4
Manager, Budget .....	4
Senior Management Analyst .....	4
Senior Management Analyst (Senior Principal Analyst) .....	4

**APPOINTED/ELECTED OFFICIALS**

<u>Emergency Standby Council Member .....</u>	<u>1</u>
Architectural Review Board .....	1
<u>City Council .....</u>	<u>G.C. 87200</u>
<u>Emergency Standby Council Member .....</u>	<u>1</u>
Historic Resources Board .....	1
Human Relations Commission .....	1
Library Advisory Commission .....	1
Parks and Recreation Commission .....	1

<u>Title</u>	<u>Assigned Disclosure Category</u>
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<u>Planning and Transportation Commission</u> .....	<u>G.C. 87200</u>
Public Art Commission .....	1
Utilities Advisory Commission .....	1

**CITY ATTORNEY**

Assistant City Attorney .....	1
<u>Chief Assistant City Attorney</u> .....	<u>1</u>
<u>City Attorney</u> .....	<u>G.C. 87200</u>
Claims Investigator .....	3
Deputy City Attorney .....	1
<u>Legal Fellow</u> .....	<u>1</u>
Management Specialist (Attorney) .....	1
<u>Principal Attorney</u> .....	<u>1</u>
<u>Secretary to City Attorney</u> .....	<u>4</u>
<u>Senior Assistant City Attorney</u> .....	<u>1</u>
<u>Senior Deputy City Attorney</u> .....	<u>1</u>
<u>Senior Legal Secretary</u> .....	<u>1</u>
Senior Management Analyst .....	1
<u>Secretary to City Attorney</u> .....	<u>4</u>

**CITY AUDITOR**

City Auditor .....	1
Performance Auditor I .....	<del>3</del>
Performance Auditor II .....	<del>3</del>
Senior Performance Auditor .....	<del>3</del>

**CITY CLERK**

<u>City Clerk</u> .....	<u>1</u>
Assistant City Clerk .....	3
<u>City Clerk</u> .....	<u>1</u>
Deputy City Clerk .....	3

**CITY MANAGER**

Assistant City Manager .....	1
Assistant to the City Manager .....	1
Chief Communications Officer .....	1
Chief Sustainability Officer .....	1
<u>City Manager</u> .....	<u>G.C. 87200</u>
<u>Deputy City Manager</u> .....	<u>1</u>
Executive Assistant to the City Manager .....	3

<u>Title</u>	<u>Assigned Disclosure Category</u>
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<del>Manager, Economic Development and Redevelopment</del> .....	<del>1</del>
Manager, Communications .....	4
<del>Senior Management Analyst</del> .....	<del>3</del>

**COMMUNITY SERVICES**

Administrative Assistant .....	3
Assistant Director Community Services .....	1
Director Community Services .....	1
Management Analyst .....	<del>53</del>
Senior Management Analyst .....	<del>53</del>

Arts & Sciences Division

Manager, Community Services Sr. Program (Senior Community Services Manager) .....	5
Producer Arts/Science Programs (Arts Producer) .....	5

Recreation Division

<del>Coor Rec Prog (Coordinator, Recreation Programs)</del> .....	<del>5</del>
Manager Community Services .....	5
Manager Community Services Senior Program .....	5
Superintendent Community Services .....	5
<del>Coor Rec Prog (Coordinator, Recreation Programs)</del> .....	<del>5</del>

Open Space, Parks and Golf Division

<del>Manager Community Services</del> .....	<del>5</del>
Division Manager Open Space Parks & Golf .....	6
<del>Manager Community Services</del> .....	<del>5</del>
Superintendent Community Services .....	5

**DEVELOPMENT SERVICES**

<del>Development Services Director</del> .....	<del>1</del>
<del>Manager Development Services</del> .....	<del>1</del>
Administrative Assistant .....	4
Assistant Chief Building Official .....	4
Building Inspector Specialist .....	4
Chief Building Official .....	1
<del>Development Project Coordinator II/III (Project Coordinator)</del> .....	<del>4</del>
<del>Development Services Director</del> .....	<del>1</del>
Management Analyst .....	4
<del>Manager Development Services Center</del> .....	<del>1</del>
Manager Planning .....	4
<del>Development Project Coordinator II/III (Project Coordinator)</del> .....	<del>4</del>
Senior Management Analyst .....	4



**FIRE DEPARTMENT**

~~Fire Chief ..... 1~~  
 Battalion Chief ..... 6  
~~Deputy Chief/Fire Marshal ..... 1~~  
 Deputy Fire Chief ..... 1  
~~Emergency Medical Services (EMS) Director ..... 1~~  
 Emergency Medical Services Data Specialist ..... 7  
~~Emergency Medical Services (EMS) Director ..... 1~~  
~~Deputy Chief/Fire Marshal ..... 1~~  
~~Fire Captain ..... 6~~  
~~Fire Chief ..... 1~~  
 Geographic Information System Specialist ..... 9

**HUMAN RESOURCES**

~~Director, Human Resources/Chief People Officer ..... 1~~  
 Assistant Director, Human Resources ..... 1  
~~Director, Human Resources/Chief People Officer ..... 1~~  
~~Manager, Employee Benefits ..... 3~~  
 Manager, Employee Relations ..... 3  
~~Manager, Employee Benefits ..... 3~~  
 Senior Human Resources Administrator ..... 3  
 Senior Management Analyst ..... 3

**INFORMATION TECHNOLOGY DEPARTMENT**

Director, Information Technology/Chief Information Officer ..... 1  
 Manager Information Technology Security ..... 2  
~~Manager Information Technology Services ..... 2~~  
 Manager Information Technology ..... 2  
~~Principal Management Analyst ..... 3~~  
 Senior Management Analyst ..... 3  
 Senior Technologist ..... 9  
 Technologist ..... 9

**LIBRARY DEPARTMENT**

~~Assistant Director, Libraries Services ..... 3~~  
 Director, Libraries ..... 1  
~~Assistant Director, Libraries Services ..... 3~~  
 Division Head Library Services (Information Technology & Collections) ..... 53  
~~Management Analyst ..... 5~~  
 Manager Library Services ..... 45

**OFFICE OF EMERGENCY SERVICES**

Director of Emergency Services (OES) .....	1
Office of Emergency Services (OES) Coordinator .....	1

**PLANNING & COMMUNITY ENVIRONMENT DEPARTMENT**

<del>Director, Planning and Community Environment .....</del>	<del>1</del>
Assistant Director, Planning and Community Environment .....	1
Associate Planner .....	4
Chief Planning Official .....	1
Chief Transportation Official .....	1
<del>Division Manager, Planning .....</del>	<del>1</del>
<del>Code Enforcement Officer Lead .....</del>	<del>4</del>
Code Enforcement Officer .....	4
<del>Code Enforcement Officer Lead .....</del>	<del>4</del>
<del>Director, Planning and Community Environment .....</del>	<del>1</del>
Management Analyst .....	4
<del>Manager Planning (Transportation Parking Manager) .....</del>	<del>4</del>
Planner .....	4
<del>Manager Planning (Transportation Parking Manager) .....</del>	<del>4</del>
<del>Principal Planner .....</del>	<del>4</del>
Senior Management Analyst .....	14
Senior Planner .....	4
Traffic Engineering Lead .....	4

**POLICE DEPARTMENT**

Police Division

<del>Assistant Police Chief .....</del>	<del>1</del>
<del>Communications Manager .....</del>	<del>1</del>
<del>Police Captain -Adv .....</del>	<del>1</del>
Police Chief -Adv .....	1
<del>Assistant Police Chief .....</del>	<del>1</del>
<del>Police Captain -Adv .....</del>	<del>1</del>
Police Lieutenant -Adv .....	1
Public Safety Program Manager .....	3
Senior Management Analyst .....	3

Animal Services Division

Superintendent Animal Services .....	7
Veterinarian .....	7

<u>Title</u>	<u>Assigned Disclosure Category</u>
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Technical Services Division

Deputy Director Technical Services Division .....	9
Public Safety Communications Manager .....	3
Public Safety Program Manager .....	3

**PUBLIC WORKS DEPARTMENT**

Administration Division

Director, Public Works/City Engineer .....	1
Senior Management Analyst .....	3

Airport Division

<del>Manager Airport .....</del>	<del>1</del>
Management Analyst .....	3
<del>Manager Airport .....</del>	<del>1</del>
Manager, Maintenance Operations .....	5

Engineering Services Division

Assistant Director Public Works .....	1
Management Analyst .....	3
Project Manager .....	4
Senior Engineer .....	4
<del>Senior Project Manager .....</del>	<del>4</del>
Supervisor Inspection & Surveying .....	4
<del>Senior Project Manager .....</del>	<del>4</del>

Public Services Division

Assistant Director Public Works .....	1
Assistant Fleet Manager .....	5
Coordinator Public Works Projects .....	3
Fleet Manager .....	5
Management Analyst .....	3
Manager Facilities .....	5
Manager Maintenance Operations .....	5
Manager Urban Forester .....	5
Project Manager .....	5
Project Manager (Urban Forester) .....	5

Environmental Services Division

Assistant Director Public Works .....	1
Assistant Manager Water Quality Control Plant .....	3
Coordinator Public Works Projects .....	5
Management Analyst .....	3
Manager Environmental Control Program .....	4

<u>Title</u>	<u>Assigned Disclosure Category</u>
Manager Laboratory Services .....	5
Manager Solid Waste .....	64
Manager Water Quality Control Plant .....	4
Manager Watershed Protection .....	4
<b>Project Manager .....</b>	<b>4</b>
Senior Engineer .....	4

**UTILITIES DEPARTMENT**

Administration

<del>Assistant City Manager/Director Utilities</del> <u>General Manager</u> .....	1
<u>Manager Communications</u> .....	5
Principal Business Analyst - U .....	4
<u>Senior Business Analyst - U</u> .....	4
Senior Resource Planner .....	3
<u>Utilities Chief Operating Officer</u> .....	1
<u>Utilities Compliance Manager</u> .....	5
Utilities Strategic Business Manager .....	1
<del>Manager Communications</del> .....	5
<del>Utilities Compliance Manager</del> .....	5

Customer Support Services Division

Assistant Director Utilities Customer Support Services .....	1
<u>Manager Customer Service</u> .....	1
Manager, Utilities Credit, & Collections .....	1
<del>Manager Customer Service</del> .....	1

Resource Management Division

Asst Dir Ut/Res Mgmt (Assistant Director, Resource Management) .....	1
Manager Utilities Program Services .....	4
<del>Resource Planner</del> .....	3
Senior Resource Planner .....	3

Engineering Division

Assistant Director Utilities Engineering .....	1
<del>Supervising Electric Project Engineer (Electric Supervisor Project Engineer)</del> .....	4
Engineering Manager Electric .....	4
Engineering Manager Water-Gas-Wastewater .....	4
Mgr Util Telecomm (Manager, Utilities Telecommunications) .....	1
Senior Electrical Engineer .....	4
Senior Engineer – U (Senior Project Engineer) .....	4
<u>Supervising Electric Project Engineer (Electric Supervisor Project Engineer)</u> .....	4

<u>Title</u>	<u>Assigned Disclosure Category</u>
<u>Operations Division</u>	
Assistant Director Utilities Operations .....	1
Manager Electric Operations .....	4
Manager Utilities Operations W-G-W .....	4
<u>Utility Safety Officer .....</u>	<u>4</u>
Utilities Supervisor .....	4

**OTHER REPORTING REQUIREMENTS**

Newly created positions between conflict code amendments.....1-9,  
 As applicable, the City Clerk to work with Department to complete FPPC Form 804 at the time a new position is created.

Consultants (Defined in FPPC Regulation 18701(a)(2)) ..... 1-9,  
 As applicable<sup>1</sup>,  
 the City Clerk to work with Department to complete FPPC form 805 at the time a consultant is hired.

Members of Task Forces, Special Committees and Similar Advisory Bodies Created by the City Council.....1-9  
 1.-As applicable<sup>2</sup>

<sup>1</sup> Pursuant to Palo Alto Municipal Code section 2.09.060, the City Manager or his or her designee may determine in writing that a particular consultant, although a designated position, is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements. Any such written determination shall include a description of the consultant's duties and, based upon the description, a statement of the extent of disclosure requirements, if any. The City Manager or his or her designee may also determine whether a particular contract consultant constitutes a "consultant" as the term is defined in the Political Reform Act and regulations promulgated there under or whether the contract consultant is a registered professional engineer or licensed land surveyor exempted from the conflict of interest provisions under Government Code Section 87100.1. The City Manager's determination is a public record and shall be retained for public inspection in the same manner and location as the Conflict of Interest Code.

<sup>2</sup> The City Attorney and City Clerk shall coordinate to determine whether a newly created body provides that committees, boards, or commissions possesses decision making authority pursuant to Fair Political Practices Regulation 18701 and make a recommendation to the Council on whether the body should be subject to the disclosure requirements. Factors to be considered include but are not limited to whether the body will perform a role that compels or prevents a governmental decision, or make substantive recommendations that may be regularly approved without significant modification by another public official or governmental agency over an extended period of time.

**APPENDIX B**  
**DISCLOSURE CATEGORIES AND DEFINITIONS**

**CATEGORIES**

**1. FULL DISCLOSURE**

**What to report?** All investments, ~~and business~~ positions in business entities, sources of income (including gifts, loans, and travel payments), and interests in real property.

**What Form 700 schedules?** All Schedules (A through E)

**2. ALL INCOME**

**What to report?** All investments, ~~and business~~ positions in business entities, and sources of income (including gifts, loans, and travel payments).

**What Form 700 schedules?** A, C, D, E

**3. CITY-RELATED INCOME**

**What to report?** All investments, ~~and business~~ positions in business entities, and sources of income (including gifts, loans, and travel payments) if the source ~~is of a type which provides, manufactures, or supplies goods or services, supplies, materials, machinery or equipment~~ of the type utilized by or subject to the review or approval of the City.

**What Form 700 schedules?** A, C, D, E

**4. CITY-RELATED INCOME, REAL PROPERTY**

**What to report?** All investments, ~~and business~~ positions in business entities, and sources of income (including gifts, loans, and travel payments) if the source ~~is of a type which provides, manufactures, or supplies goods or services, supplies, materials, machinery or equipment~~ of the type utilized by or subject to the review or approval of the City and all interests in real property.

**What Form 700 schedules?** All Schedules (A through E)

**5. DEPARTMENT-RELATED INCOME**

**What to report?** All investments, ~~and business~~ positions in business entities, and sources of income (including gifts, loans, and travel payments) if the source ~~is of a type if the source is of a type which provides, manufactures or supplies equipment, supplies, material, goods or services or machinery~~ of the type utilized by or subject to the review or approval of the department in which that person is employed.

**What Form 700 schedules?** A, C, D, E

**6. DEPARTMENT-RELATED INCOME, REAL PROPERTY**

**What to report?** All investments, ~~and business~~ positions in business entities, and sources of income (including gifts, loans, and travel payments) if the source ~~is of a type if the source is of a type which provides, manufactures or supplies equipment, supplies, material, goods or services or machinery~~ of the type utilized by or subject to the review

or approval of the department in which that person is employed and all interests in real property.

**What Form 700 schedules?** All Schedules (A through E)

**7. DIVISION- RELATED INCOME**

**What to report?** All investments, ~~and business~~ positions, in business entities, and sources of income (including gifts, loans, and travel payments), if the source which provides manufacture or supply supplies, equipment, machinery, goods or services or material of the type utilized by or subject to the review or approval of the division in which that person is employed.

**What Form 700 schedules?** A, C, D, E

**8. DIVISION-RELATED INCOME, REAL PROPERTY**

**What to report?** All investments, ~~and business~~ positions, in business entities, and sources of income (including gifts, loans, and travel payments), if the source which provides manufacture or supply supplies, equipment, machinery, goods or services or material of the type utilized by or subject to the review or approval of the division in which that person is employed and all interests in real property.

**What Form 700 schedules?** All Schedules (A through E)

**9. CITY-RELATED COMPUTER HARDWARE & SOFTWARE**

**What to report?** All investments, ~~and business positions,~~ in business entities, and sources of income (including gifts, loans, and travel payments), if the source which provides supply, manufacture goods or services relating to computer hardware or software of the type utilized by the City.

**What Form 700 schedules?** A, C, D, E

**DEFINITIONS** (summary from California Government Code *as of 8/21/2018*)

For the purposes of these disclosure categories, the definitions and regulations contained in the Political Reform Act apply, including but not limited to:

“Business entity” means any organization or enterprise operated for profit, including but not limited to a proprietorship, partnership, firm, business trust, joint venture, syndicate, corporation or association (Gov. Code 82005). A position in a business entity includes a position as “a director, officer, partner, trustee, employee, or holds any position of management” (Gov. Code 87103(d)).

“Income” means a payment received, including but not limited to any salary or wage received by the filer (Gov. Code 82030). However, income does not need to be disclosed if the source is a state, local, or federal government agency (Gov. Code 82030(b)(2)).

“Interests in real property” means leasehold or ownership interests or options worth \$2,000 or more within two miles of the jurisdictional boundaries of the City of Palo Alto

(Gov. Code 82033). However, a real estate interest does not need to be disclosed if it is used solely as your primary residence (Gov. Code 87206(f)).

“Investment” means any financial interest in or security issued by a business entity owned directly, indirectly, or beneficially by filer, or his or her immediate family. An asset shall not be deemed an investment unless its fair market value equals or exceeds two thousand dollars (\$2,000) (Gov. Code 82034).



**APPENDIX C**  
**RESOURCES**

**FAIR POLITICAL PRACTICES COMMISSION**

**Statements of Economic Interests - Form 700 webpage**

<http://www.fppc.ca.gov/Form700.html>

Includes the latest:

**Reference Pamphlet (Explains Reporting Requirements)**

**Form 700 Disclosure FAQs**

**Informal Advice**

<http://www.fppc.ca.gov/advice/get-advice.html>

- [advice@fppc.ca.gov](mailto:advice@fppc.ca.gov) or;
- [866-275-3772](tel:866-275-3772) | Monday through Thursday from 9:00 a.m. to 11:30 a.m.

**Formal Advice**

<http://www.fppc.ca.gov/advice/formal-advice.html>

**OFFICE OF THE CITY CLERK**

- [File Form 700 electronically at https://netfile.com/Filer/](https://netfile.com/Filer/)
- [Questions about accessing the NetFile electronic filing system?](#)  
[Contact the City Clerk's Office: \(650\) 329-2571](tel:650-329-2571)
- [View previously filed Form 700's at http://public.netfile.com/pub/?aid=CPA](http://public.netfile.com/pub/?aid=CPA)