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RESOLUTION 13-14

RESOLUTION APPROVING PROPOSED AMENDMENTS TO REGULATIONS

WHEREAS, the California Housing Finance Agency (the "Agency") through its Board of Directors (the "Board") is authorized to adopt and, where appropriate, to amend or repeal regulations; and

WHEREAS, the Board has determined that the proposed amendments to certain Agency regulations, as attached hereto, are necessary and appropriate for adoption by the Agency,

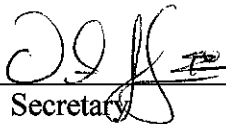
NOW, THEREFORE, BE IT RESOLVED by the Board of Directors as follows:

1. The attached amendments to the Agency's regulations, incorporated herein by reference, concerning Title 25, Division 2, Chapter 1, Article 1, § 10001 of the California Code of Regulations (the Conflict-of-Interest Code of the Agency) are hereby approved.

2. The staff is directed to give public notice, conduct any required public hearing and take such other action as may be necessary or proper for the adoption by the Agency of such amended regulations including submission of such amendments to the Fair Political Practices Commission and the Office of Administrative Law. The staff is authorized to make non-material revisions to these amendments, without further Board approval, as may be appropriate in the course of promulgating these amendments.

I hereby certify that this is a true and correct copy of Resolution 13-14 adopted at a duly constituted meeting of the Board of Directors of the Agency held on September 12, 2013, at Sacramento, California.

ATTEST:

  
Secretary

# CALIFORNIA CODE OF REGULATIONS

## TITLE 25. Housing And Community Development

### Division 2. California Housing Finance Agency

#### Chapter 1. General

#### Article 1. Conflict-of-Interest Code

#### §10001. General Provisions.

#### §10001. General Provisions.

The Political Reform Act, Government Code sections 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 California Code of Regulations section 18730, which contains the terms of a standard Conflict-of-Interest Code, which can be incorporated by reference, and which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings. Therefore, the terms of 2 California Code of Regulations section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission, along with the attached Appendix Appendices in which officials and employees are designated and disclosure categories are set forth, are hereby incorporated by reference and constitute the Conflict-of-Interest Code of the California Housing Finance Agency (the Agency).

Designated employees shall file statements of economic interests with the Agency, which will make the statements available for public inspection and reproduction. (Govt. Code Section 81008). Upon receipt of the statements of Board Members and the Executive Director, the Agency shall make and retain a copy and forward the original of these statements to the Fair Political Practices Commission. Statements for all other designated employees will be retained by the Agency.

Note: Authority cited: Sections 87300 and 87304, Government Code. Reference: Sections 87300, et seq., Government Code.

**Conflict-of-Interest Code of the  
California Housing Finance Agency**

**Appendices**

*Appendix A  
Designated  
Employees*

*Assigned  
Disclosure  
Category*

*Persons holding the following positions  
and/or the following classifications are  
"designated employees":*

*Board of Directors*

Board Member (All members of the Board other than the State Treasurer) ..... 1, 2, 3, 4

*Executive*

Executive Director ..... 1, 2, 3, 4  
 Chief Deputy Director ..... 1, 2, 3, 4  
 Director of Legislation and California Mortgage Assistance Corporation ..... 1, 2, 3, 4  
 Special Assistant to Director ..... 1, 2, 3, 4  
 Information Security Officer ..... 2

*Administration*

Director of Administration ..... 1, 2, 3, 4  
 Staff Services Manager (all classes and all levels) ..... 1, 2, 3, 4

*Information Technology*

Chief Information Officer ..... 2, 4  
 Systems Software Specialist III (Supervisory) ..... 2, 4  
 Senior Programmer Analyst (Supervisor) ..... 4  
 Data Processing Manager II (Information Security Officer) ..... 4  
 Staff Associate Information Systems Analyst (Specialist) (Technical Support &  
 Procurement Administration) ..... 3, 4

*Marketing*

Director of Marketing ..... 4, 2, 4

*Legal*

General Counsel ..... 1, 2, 3, 4  
 Assistant Chief Counsel ..... 1, 2, 3, 4  
 Staff Counsel Attorney (all classes and all levels) ..... 1, 2, 3, 4

*Financing*

Director of Financing ..... 1, 2, 4  
 Risk Manager ..... 1, 2, 4  
 Housing Finance Chief (all classes) ..... 1, 2  
 Accounting Administrator III ..... 1, 2, 4  
 Financing Officer ..... 1, 2, 4  
 Financing Specialist ..... 1, 2, 4

*Fiscal Services*

Comptroller .....	1, 2, 4
Deputy Comptroller .....	1, 2, 4
Accounting Administrator III .....	1, 2
Accounting Administrator II .....	3, 4
Housing Finance Officer (all classes) .....	1, 2

<u>Programs Administrator</u> .....	1, 2, 4
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Single Family Division

CEA (all levels) .....	1, 2, 4
Housing Finance Chief (all classes) .....	1, 2, 4
Housing Finance Officer (all classes) .....	1, 2, 4
Housing Finance Specialist (all classes) – Portfolio Management Section; REO Disposition Unit .....	1, 2, 4
Housing Finance Specialist (all classes) – Portfolio Management Section; Servicer Administration Unit; Servicer Audits, Report Cards, Delinquent Analysis .....	1, 2, 4

*Homeownership*

Director of Homeownership .....	1, 2
Deputy Director .....	1, 2
Housing Finance Chief (all classes) .....	1, 2
Housing Finance Officer (all classes) .....	1, 2

*Multifamily Programs*

Director of Multifamily Programs .....	1, 2
Deputy Program Director .....	1, 2
Housing Finance Chief (all classes) .....	1, 2, 4
Supervising Design Officer .....	1, 2
Senior Design Officer .....	1, 2, 4
Senior Housing Construction Inspector .....	1, 2, 4
Housing Finance Officer (all classes) .....	1, 2, 4
Chief, Special Lending Programs (CEA II) .....	1, 2
Staff Services Manager (all classes and all levels) .....	1, 2, 4

*Asset Management*

Deputy Director of Asset Management .....	1, 2
Housing Finance Chief (all classes) .....	1, 2, 4
Housing Finance Officer (all classes) .....	1, 2, 4

*Mortgage Insurance Services*

Director of Mortgage Insurance .....	1, 2
Deputy Director .....	1, 2
Housing Finance Chief (all classes) .....	1, 2
Housing Finance Officer (all classes) .....	1, 2
Housing Finance Specialist (all classes) .....	1, 2

*Consultants*

Consultant .....	1, 2, 3, 4
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With respect to Consultants, the General Counsel of the Agency may determine in writing that a particular consultant, although a "designated employee," is hired to perform a range of duties that is limited in scope and thus is not required to comply with the disclosure requirements described in this section. Such determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. A copy of the written determination is a public record and shall be retained and made available for public inspection in the same manner and location as this Conflict-of-Interest Code. Nothing herein excuses any such consultant from any other provision of this Conflict-of-Interest Code.

Appendix B  
Disclosure Categories

Appendix B  
Disclosure Categories

*Category 1 – Interests in Real Property*

Designated employees in Category 1 must report:  
All interests in real property in the State of California.

*Category 2 – ~~Full Disclosure (excluding interests in real property)~~ Interests in Housing Sponsors, Contractors, and Professional Service Providers*

Designated employees in Category 2 must report:  
All investments, business positions and sources of income, including gifts, loans and travel payments, from sources that:

(A) Are any person or entity which is defined by part I, chapter 2, of the Zenovich-Moscone-Chacon Housing and Home Finance Act (chapter 2 commences at section 50050 of the California Health and Safety Code) to be any of the following:

- (1) "housing sponsor"
- (2) "limited-dividend housing sponsor"
- (3) "qualified mortgage lender"; or,

(B) Are any person or entity that:

- (1) contracts or otherwise does business with the Agency, ~~or~~
- (2) has contracted or otherwise done business with the Agency within the previous two years
- (3) is soliciting a contract or other business from the Agency, ~~and which is any of the following: ; or,~~

(C) Are any of the following:

- (1) ~~financial services company~~ (1) California Housing Finance Agency (CalHFA bonds)

(2) financial services company

~~(2)~~ (3) bank, including commercial bank, mortgage bank, thrift, credit union, or similar lender

~~(3)~~ (4) investment bank

~~(4)~~ (5) real estate services company

~~(5)~~ (6) brokerage company

~~(6)~~ (7) insurance company

~~(7)~~ (8) title company

~~(8)~~ (9) escrow company

~~(9)~~ (10) building or construction contractor or subcontractor; or,

~~(10) sources that are the type that, within the previous two years, have contracted with the Agency to provide leased facilities, supplies, materials, machinery, equipment, or services, including training and consulting services, to the Agency, or have otherwise done business with the Agency~~

~~(11) sources that manufacture, distribute, supply, or install computer hardware or software of the type utilized by the Agency, as well as entities providing computer consultant services to the Agency~~

~~12. (11) law firm that represents persons or entities described in Category 2A in matters directly related to their status as described in Category 2A. Categories 2, 3 or 4.~~

~~(13) law firm that represents persons or entities described in Category 2B in matters directly related to their status as described in Category 2B.~~

### *Category 3 – General Procurement Interests in Facilities Contractors*

Designated employees in Category 3 must report:

All investments and business positions in business entities, and income, including gifts, loans, and travel payments, from sources that are of the type that, within the previous two years, have contracted with the Agency to provide leased facilities, supplies, materials, machinery, equipment, or services, including training and consulting services, to the Agency, or have otherwise done business with the Agency.

### *Category 4 – Interests in Information Technology Sector*

Designated employees in Category 4 must report:

All investments and business positions in business entities, and income, including gifts, loans, and travel payments, from sources that manufacture, distribute, supply, or install computer hardware or software of the type utilized by the Agency, as well as entities providing computer consultant services to the Agency.