



STAFF REPORT
Board Meeting of July 22, 2020

AGENDA ITEM: 7-F

PREPARED BY: Troy McNeil, Deputy Director/Fiscal Supervisor

SUBJECT:

Conflict of Interest Code – Resolution 20-11

Enclosure: Yes

Action: Approve Resolution 20-11 updating the Commission’s Conflict of Interest Code

SUMMARY:

The Political Reform Act requires that public agencies adopt a Conflict of Interest Code (Code). This Code designates positions required to file Statements of Economic Interests (Form 700) and assigns disclosure categories specifying the types of interests to be reported. Further, all local agencies are required to conduct a biennial review of their Code to assure that all applicable positions are listed as “Designated Filers”, that any necessary position titles have been added, any positions eliminated are removed, any changes to titles are updated, and any revisions to the Disclosure Categories are incorporated.

Additionally, the Commission is required to complete and execute a copy of the 2020 Local Agency Biennial Notice review form, and maintain the form on file and on the Commission’s website indicating that this review has been conducted.

The attached Resolution includes the Code and incorporates the Statewide Model Code Language. The Code provides a list of designated positions and disclosure categories including the following positions:

- Addition of the Deputy Director/Fiscal Supervisor position; and
- Addition of Principal Regional Planner position.

The Code also lists designation categories for the Board.

It should be noted that the Conflict of Interest Code does not replace the current Conflict of Interest policy found in the Financial and Accounting Manual. The policy supplements the Code and will remain in the Financial and Accounting Manual.

FISCAL IMPACT:

No fiscal impact to the approved 2020-21 Overall Work Program and Budget.