

**BEFORE THE BOARD OF SUPERVISORS OF THE
COUNTY OF AMADOR, STATE OF CALIFORNIA**

IN THE MATTER OF:

RESOLUTION ADOPTING AMENDMENTS TO)
THE CONFLICT OF INTEREST CODE INCLUDING)
APPENDIX OF DESIGNATED OFFICIALS AND)
EMPLOYEES AND DISCLOSURE CATEGORIES)

RESOLUTION NO. 23-097

WHEREAS, the Political Reform Act of 1974 (Government Code sections 81000, *et seq.*) requires every state or local government agency to adopt and promulgate a Conflict of Interest Code; and

WHEREAS, the Board of Supervisors of the County (the "Board") adopted a Conflict of Interest Code, which was last amended in 2016; and

WHEREAS, the County's Conflict of Interest Code includes a list of positions that are subject to mandatory disclosure of financial information, entitled "APPENDIX II – County of Amador Designated Employees and Disclosure Categories"; and

WHEREAS, the County periodically reevaluates and amends its Conflict of Interest Code to conform to updates in the law and to ensure the list of positions is current; and

WHEREAS, the Board has concluded that it is necessary to amend and readopt its Conflict of Interest Code, attached hereto as Exhibit "A"; and


WHEREAS, notice of the proposed revisions to the conflict code of the County has been given as required.

The foregoing resolution was duly passed and adopted by the Board of Supervisors of the County of Amador at a regular meeting thereof, held on the 25th day of July, by the following vote:

AYES: Jeffrey Brown, Brian Oneto, Patrick Crew, Frank U. Axe, Richard Forster

NOES: None

ABSENT: None



Jeffrey Brown, Chairman, Board of Supervisors

ATTEST:
JENNIFER BURNS, Clerk of the
Board of Supervisors, Amador County,
California



Deputy

COUNTY OF AMADOR
STATE OF CALIFORNIA

CONFLICT OF INTEREST CODE

The Political Reform Act (Government Code §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 standard conflict of interest code, contained in 2 California Code of Regulations §18730, that can be incorporated by reference in an agency's code. The Fair Political Practices Commission, after public notice and hearing, may amend section 18730 to conform to amendments in the Political Reform Act.

The terms of 2 California Code of Regulations section 18730, incorporated herein by reference, and any amendments to that regulation duly adopted by the Fair Political Practices, together with the attached Appendices I and II, in which officials and employees (together referred to as "designated employees") are designated and disclosure categories are set forth, constitute the Conflict of Interest Code for the County.

Employees holding designated positions shall file their statements of economic interest with the County. All statements will be retained by the County and will be made available for public inspection and reproduction. (Government Code section 81008). The positions listed in Appendix II are the designated employees and are required to file statements at such times required by regulation, 2 California Code of Regulations section 18730, which includes upon appointment, annually, and upon termination.

The disclosure categories set forth in Appendix I specify which kinds of economic interests shall be reported. All designated employees shall disclose those economic interests described in the disclosure category to which they are assigned. It has been determined that the economic interests set forth in each designated position are the kinds of economic interests which it is foreseeable the employees could materially affect through their conduct of their departments.

The County Administrative Officer, or his designee, shall provide the proper forms to designated employees of the County. All designated employees shall file statements of economic interest with the County Elections Official, or his or her designee. The County, consistent with all approvals required and regulations of the Fair Political Practices Commission, may implement an electronic system through which designated employees can file statements of economic interest.

APPENDIX I

COUNTY OF AMADOR Conflict of Interest Code Disclosure Category Definitions

DISCLOSURE CATEGORIES (Adopted in accordance with Government Code sections 87300, *et seq.*, and California Code of Regulations Title 2, sections 18730, *et seq.*)

Category 1:

All sources of income, interests in real property, and investments and financial interests in business entities located or doing business in Amador County.

Category 2:

All sources of income, and investments and financial interests in business entities located or doing business in Amador County.

Category 3: Employees with broad and general purchasing or contracting duties.

Investments in, sources of income from, and financial interests in business entities located or doing business in Amador County which are of the type the County would contract with for services, supplies, books, machinery, or equipment.

Category 4: Employees who contract or purchase on behalf of their department for a limited type of goods.

Investments in, sources of income from, and financial interests in business entities located or doing business in Amador County that are of the type the designated employee's department would contract with for services, supplies, books, machinery, or equipment.

Category 5:

Investments in, sources of income from, and financial interests in business entities located or doing business in Amador County that provide agricultural business-related services, supplies, materials, machinery, or equipment; and interests in agricultural real property located within the County.

Category 6:

Investments in, sources of income from, and financial interests in business entities located or doing business in Amador County which provide services, supplies, materials, machinery or equipment of the type utilized by or doing business with or at the County Airport; interests in services provided by or property leased from the airport; and real property located adjacent to or that may be materially affected by its proximity to airport facilities.

Category 7:

Investments in, sources of income from, and financial interests in business entities located or doing business in Amador County that provide solid waste disposal or recycling services, supplies, materials, machinery, or equipment; and interests in real property that may be materially affected by its proximity to any County transfer station located within the County.

Category 8:

Investments in, sources of income from, and financial interests in business entities located or doing business in Amador County that provide goods or services related to health and human services, and all interests in real property in which any such services are provided or which may be materially affected by decisions made by the designated employee, or his or her department, or a governing counsel.

* All disclosure required by the category, unless disclosure is limited to specific subject areas.

Definitions

Applicable Income: 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. (loans reported on a separate schedule)

Applicable Investments and Financial Interests: Investments held by the designated employee, spouse and dependant children with an aggregate value of \$2,000 or more located or doing business in the jurisdiction. 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 Interest in Real Property: Interests located in the jurisdiction in which the employee, spouse, or dependent children have 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.

Applicable Business Positions: Positions in which the designated employee is a director, officer, partner, trustee, employee or has held a position of management during the period covered by the report even if the employee received no income from the entity during the reported period.

Applicable Gift: 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 \$390 or more. In addition, multiple gifts aggregating \$390 or more received during the reporting period from a single source must be reported. Unless otherwise limited in the Disclosure Categories, gifts are reportable regardless of where the donor is located.

APPENDIX II
County of Amador
Designated Employees and Disclosure Categories

AGENCY/DEPARTMENT	Applicable Disclosure Category
BOARD OF SUPERVISORS	
Supervisors (5)	1
COUNTY COUNSEL	
County Counsel	1
Assistant County Counsel (Vacant)	1
Deputy County Counsel (all classes)	1
ADMINISTRATIVE OFFICE	
County Administrative Officer	1
Budget Analyst	4
ADMINISTRATION	
<u>Human Resources</u> Director	4
<u>Information Technology</u> Director	4
<u>Risk Management</u> HR Risk Administrator	4
COMMUNITY DEVELOPMENT	
<u>Building</u> Chief Building Official	4, 5, 6
Building Inspector (all classes)	4, 5
Plans Examiner I	4
Administrative Technician (Vacant)	4
<u>Planning</u> Planning Director	1
Planner (all classes)	2
Administrative Technician	4

<u>Environmental Health</u>	
Director of Environmental Health	2
Environmental Health Specialists (all classes)	4
<u>LAND USE</u>	
<u>Public Works</u>	
Director of Transportation and Public Works	1
PW Maintenance Superintendent	3
Senior Project Manager	2
Senior Civil Engineer (Vacant)	2
Assistant Civil Engineer (Vacant)	3
Senior Engineering Technician (Vacant)	4, 5, 6, 7
Engineering Technician (Vacant)	4
Inspector (all classes)	4
<u>Surveying and Engineering</u>	
County Surveyor	1
<u>HEALTH & HUMAN SERVICES</u>	
HHS Director (Vacant)	3, 8
IHSS Director	3, 8
Public Health Director	8
County Health Officer	8
Social Services Director	3, 8
Deputy Director of Social Services (Vacant)	3, 8
Deputy Director of Finance	4
Social Services Finance Supervisor	4, 8
<u>Behavioral Health Care Division</u>	
BH Director	3, 8
Deputy Director of BH/Fiscal and Administrative Services	4, 8

BH Compliance Officer	4, 8
MHSA Program Coordinator	4, 8
Program Manager Clinical Services (Vacant)	4, 8
Behavioral Health Care Program Manager - Community Services	4, 8
<u>Public Conservator/Administrator/Guardian</u>	
PC/PA/PG	3
Deputy PC/PA/PG	4
<u>Public Health</u>	
PH Director	3, 8
County Health Officer	4, 8
PH Compliance Officer	4, 8
GENERAL SERVICES ADMINISTRATION	
GSA Director	1
Animal Control Director	3, 5
Airport Manager	3, 5
Facilities & Projects Manager	3
Purchasing Manager	4
Purchasing Assistant (all classes)	4
Finance & Administrative Supervisor (Vacant)	4
Lead Power Equipment Mechanic	4
Senior Building Maintenance Worker	4
County Librarian	4
Museum Curator (Vacant)	4

AGRICULTURE/WEIGHTS AND MEASURES	
Agricultural Commissioner	3, 5
Deputy Ag Commissioner/Sealer of Weights & Measures	5
Agriculture and Standards Inspector (all classes)	5
AIR POLLUTION	
Air Pollution Control Officer	1
Air Pollution Inspector (all classes)	4
PROBATION	
Chief Probation Officer	3
Chief Deputy Probation Officer	4
ASSESSOR	
Assessor	1
Assistant Assessor	1
Appraisers (all classes)	2
AUDITOR	
Auditor/Controller	1
Assistant Auditor/Controller	1
CLERK/RECORDER/REGISTRAR OF VOTERS	
Clerk/Recorder/Registrar of Voters	3
Chief Deputy Clerk/Recorder	4
DISTRICT ATTORNEY	
District Attorney	1
Chief Assistant District Attorney	1
Chief DA Investigator	3
SHERIFF/CORONER	
Sheriff/Coroner	1

Undersheriff	1
Captain (all classes)	4
TREASURER/TAX COLLECTOR	
Treasurer/Tax Collector	1
Deputy Treasurer/Tax Collector	1
CODE ENFORCEMENT	
Code Enforcement Officer	3
ELECTIONS	
Chief Deputy Registrar of Voters	4
Elections Supervisor (Vacant)	4
EMERGENCY SERVICES (ACSO)	
ES Program Manager	3
Emergency Services Coordinator	4
Waste Management	
Director of Solid Waste/County Safety Officer	7
Grand Jury	
All members	1