

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

914 A



FROM: County Counsel

SUBMITTAL DATE:
June 16, 2014

SUBJECT: Approval of the Conflict of Interest Code of the Coachella Valley Conservation Commission

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the Conflict of Interest Code submitted by Coachella Valley Conservation Commission.

BACKGROUND:

Summary

Government Code section 87306.5 requires that all local agencies review their Conflict of Interest Code, and the listings of designated positions for employees who must disclose along with the types of disclosure required, and make appropriate amendments to each as required.

Departmental Concurrence

L. ALEXANDRA FONG, Deputy
County Counsel for PAMELA J.
WALLS, County Counsel

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ N/A	\$ N/A	\$ N/A	\$ N/A	Consent <input checked="" type="checkbox"/> Policy <input type="checkbox"/>
NET COUNTY COST	\$ N/A	\$ N/A	\$ N/A	\$ N/A	
SOURCE OF FUNDS: N/A				Budget Adjustment: N/A	
				For Fiscal Year: N/A	

C.E.O. RECOMMENDATION:

APPROVE

BY:

Denise C. Harden

County Executive Office Signature

MINUTES OF THE BOARD OF SUPERVISORS

- Positions Added
- Change Order
- A-30
- 4/5 Vote

Prev. Agn. Ref.:

District: 4

Agenda Number:

2-13

**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA
FORM 11: Coachella Valley Conservation Commission**

DATE: June 16, 2014

PAGE: 2 of 2

BACKGROUND:

Summary (continued)

Government Code Section 82011 identifies the Board of Supervisors for the County of Riverside as the code reviewing body for a local government agency within its county. A local government agency, as defined by Government Code Section 82041, includes the Coachella Valley Conservation Commission.

Coachella Valley Conservation Commission recently enacted a Conflict of Interest Code and has submitted it for approval by the Board of Supervisors as the code reviewing body.

This office has reviewed the Conflict of Interest Code and has found that it complies with statutory requirements. A complete copy of Coachella Valley Conservation Commission's Conflict of Interest Code is attached.

It is recommended that the Board of Supervisors approve Coachella Valley Conservation Commission's Conflict of Interest Code and that the Clerk of the Board notify the Agency of the action taken.

Impact on Citizens and Businesses

N/A.

CVCC POLICY NUMBER: 13-05

**CONFLICT OF INTEREST CODE
FOR THE
COACHELLA VALLEY CONSERVATION COMMISSION**

(A Joint Powers Authority created pursuant
to Government Code Section 6501 et seq.)

In conformance with Government Code Sections 87300 et seq., the **COACHELLA VALLEY CONSERVATION COMMISSION** hereby adopts and promulgates this conflict of interest code.

Reference is hereby made to California Administrative Code Section 18730, and by this reference said section, as it now reads and as it may hereafter be duly amended by the Fair Political Practices Commission, is incorporated herein as if set forth in full.

Attached hereto as Appendix A is a list of designated officers and employees, together with disclosure categories assigned to each such designated officer or employee.

Attached hereto as Appendix B is a schedule of disclosure categories identifying the economic interests which must be disclosed by designated officers or employees within each such category. Each designated officer or employee shall file statements of economic interests at the times and in the manner prescribed by law.

The Secretary or other official charged with the duty of maintaining the official records of the **COACHELLA VALLEY CONSERVATION COMMISSION** shall be the filing officer for such statements.

The Board of Supervisors of the County of Riverside shall be the Code Reviewing Body for this agency.

CERTIFICATE OF AGENCY APPROVAL

I, Tom Kirk, hereby certify that the foregoing Conflict of Interest Code, together with attached appendices, was adopted by the **COACHELLA VALLEY CONSERVATION COMMISSION** on **November 14, 2013**, and is submitted to the Code Reviewing Body for approval. I further certify that said Code has been prepared, promulgated and adopted in conformity with the provisions of Government Code Sections 87301, 87309 and 87311.



TOM KIRK
EXECUTIVE DIRECTOR
COACHELLA VALLEY CONSERVATION COMMISSION

**APPENDIX A
COACHELLA VALLEY CONSERVATION COMMISSION**

**CONFLICT OF INTEREST CODE
DESIGNATED EMPLOYEES/POSITIONS**

TITLE	DISCLOSURE CATEGORY
Member of the Coachella Valley Conservation Commission (CVCC)	1
Any other standing committee created by the CVCC	1
Executive Director	1
Director of Environmental Resources	1
Auditor	1
GIS/Fees Program Director	1
Information Technology Manager	2
Executive Assistant	2
Accountant	2
Accounting Assistant	2
*Consultants	1

* Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The Executive Director 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 in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

Conflict of Interest Code Adopted by CVCC on 1/13/2011
Conflict of Interest Code Amended by CVCC on 11/14/2013

**APPENDIX B
COACHELLA VALLEY CONSERVATION COMMISSION**

**CONFLICT OF INTEREST CODE
DISCLOSURE CATEGORIES**

CATEGORY 1

Filers in this category shall disclose the following:

- a) Investments, business positions in business entities and sources of income, including gifts, loans and travel payments.
- b) Interests in real property located in the jurisdiction.

CATEGORY 2

Filers in this category shall disclose the following:

- a) Investments, business positions in business entities and income, including gifts, loans, and travel payments from sources that provide leased facilities, goods, equipment, or services including consulting services of the type utilized by the Agency.