

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

802 A



FROM: County Counsel

SUBMITTAL DATE:
September 25, 2014

SUBJECT: Approval of the Conflict of Interest Code of the Palo Verde Cemetery District

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the Conflict of Interest Code submitted by Palo Verde Cemetery District;
2. Direct the Clerk of the Board to notify the Agency of the action taken.

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


 GREGORY P. PRIAMOS
 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

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

Prev. Agn. Ref.: | **District: 4** | **Agenda Number:**

2-6

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 Palo Verde Cemetery District.

Palo Verde Cemetery District recently revised its 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 Palo Verde Cemetery District's Conflict of Interest Code is attached.

It is recommended that the Board of Supervisors approve Palo Verde Cemetery District'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.

Palo Verde Cemetery District
Policies & Standard Practices

POLICY TITLE: Conflict of Interest Code

Policy #: 1030

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 has adopted a regulation (2 Cal. Code of Regs. Sec. 18730) which contains the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's code. After public notice and hearing, the regulation may be amended by the Fair 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, is hereby incorporated herein by reference. This regulation and the attached Appendix designating officials and employees and establishing disclosure categories shall constitute the conflict of interest code of the Palo Verde Cemetery District.

Designated officers/employees shall file their statements with the Palo Verde Cemetery District which will make the statements available for public inspection and reproduction. (Gov. Code Section 81008). Upon receipt of the statement the Palo Verde Cemetery District shall make and retain a copy and forward the originals to the Fair Political Practices Commission.

PUBLIC OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

Persons holding the following positions are NOT subject to this code because they must file statements under Government Code Section 87200, and therefore are listed for informational purposes only:

- Members of the Board of Trustees

FORM APPROVED COUNTY COUNSEL
BY: L. Alexandra Fong 9/25/14
L. ALEXANDRA FONG DATE

An individual holding one of the above listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligation if they believe that their position had been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by Section 87200.

APPENDIX A

DESIGNATED POSITIONS	DISCLOSURE CATEGORY
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District Manager	1
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Consultants*	1
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*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 limitations: The District Manager 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 comply fully 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. The District Manager's determination is a public record and shall be retained for public inspection in the same manner and locations as this conflict of interest code.

APPENDIX B

DISCLOSURE CATEGORIES

Category 1: Full Disclosure

A designated employee in this category is treated as a mandatory/statutory filer and thus must report all reportable interests in real property within two (2) miles of the District's jurisdiction or property owned by the District, as well as reportable investments, business positions and sources of income, including gifts, loans and travel payments, from all sources.

Category 2: Full Disclosure (Excluding Interest in Real Property)

A designated employee in this category must report all reportable investments, business positions and sources of income, including gifts, loans and travel payments, from all sources.

Category 3: Interest in Real Property

A designated employee in this category must report all reportable interests in real property within two (2) miles of the District's jurisdiction or property owned by the District.

Category 4: General Contracting for Entire District

A designated employee in this category must report all reportable investments, business positions and income, including gifts, loans and travel payments, from sources that provide leased facilities, goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by the District.

Category 5: General Contracting for Specific Department

All investments, business positions and income, including gifts, loans and travel payments, from sources that provide leased facilities, goods, equipment, vehicles, machinery or services including training or consulting services, of the type utilized by the employees department or area of authority.