

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

309



**FROM:** County Counsel

**SUBMITTAL DATE:**  
July 25, 2016

**SUBJECT:** Approval of the Conflict of Interest Code of the Coachella Valley Mosquito and Vector Control District [District 4] [\$0]

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Approve the Conflict of Interest Code submitted by Coachella Valley Mosquito and Vector Control District ; and
2. Direct the Clerk of the Board to notify Coachella Valley Mosquito and Vector Control District of the action taken.

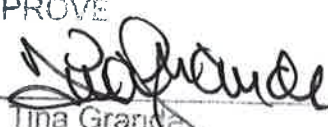
**BACKGROUND:**  
Summary

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.

  
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	
<b>SOURCE OF FUNDS:</b> N/A				<b>Budget Adjustment:</b> N/A	
				<b>For Fiscal Year:</b> N/A	

**C.E.O. RECOMMENDATION:**

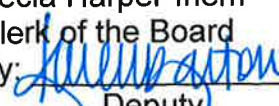
APPROVE  
BY:   
Tina Grande

County Executive Office Signature

**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Ashley, seconded by Supervisor Jeffries and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Tavaglione, Washington, Benoit and Ashley  
Nays: None  
Absent: None  
Date: August 23, 2016  
xc: Co.Co., District, COBcm

Kecia Harper-Ihem  
Clerk of the Board  
By:   
Deputy

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

Prev. Agn. Ref.: 10/28/2014; 2.1 | District: 4 | Agenda Number:

2-12

**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA  
FORM 11: Coachella Valley Mosquito and Vector Control District**

**DATE: July 25, 2016**

**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 Mosquito and Vector Control District.

Coachella Valley Mosquito and Vector Control District recently amended its Conflict of Interest Code to designate new positions and has submitted it for approval by the Board of Supervisors as the code reviewing body.

This office has reviewed the revised Conflict of Interest Code and has found that it complies with statutory requirements. A complete copy of Coachella Valley Mosquito and Vector Control District's Conflict of Interest Code as revised is attached.

It is recommended that the Board of Supervisors approve Coachella Valley Mosquito and Vector Control District's Code as revised and that the Clerk of the Board notify the Agency of the action taken.

**Impact on Citizens and Businesses**

N/A.

**RESOLUTION NO. 2016-13**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT BIENNIAL ADOPTION OF CONFLICT OF INTEREST CODE**

**WHEREAS**, the Coachella Valley Mosquito and Vector Control District ("District") is a special district and local government agency required by Government Code Section 87300 to promulgate a Conflict of Interest Code; and

**WHEREAS**, the Political Reform Act (Government Code Section 81000, et seq.) requires the District to adopt and promulgate a conflict of interest code; and

**WHEREAS**, the Fair Political Practices Commission ("FPPC") has adopted a provision at Title 2, section 18730 of the California Code of Regulations which sets forth the terms of a standard model conflict of interest code which may be incorporated by reference so as to constitute the adoption of a Conflict of Interest Code by the District; and

**WHEREAS**, the FPPC requires that every local agency review its Conflict of Interest Code every even-numbered year to determine whether amendment of its code is necessitated by changed circumstances; and

**WHEREAS**, the District's Board of Trustees desires to amend the District's Conflict of Interest Code by adding to the list of persons designated as being subject to the Code, the position of Public Information Manager.

**NOW, THEREFORE, THE BOARD OF TRUSTEES OF THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:**

**Section 1. Recitals.**

The recitals set forth above are true and correct.

**Section 2. Rescission.**

That all previously adopted resolutions approving the District's Conflict of Interest Code are hereby rescinded.

**Section 3. Code Adoption.**

The District hereby adopts, by this reference, the model conflict of interest code promulgated by the FPPC as Regulation 18730 of Title 2 of the California Code of Regulations ("FPPC Model Conflict of Interest Code") as the Conflict of Interest Code for the Coachella Valley Mosquito and Vector Control District ("District Conflict of Interest Code"). A copy of the FPPC Model Conflict of Interest Code effective as of the date of adoption of this resolution is attached as Exhibit A. Future amendments to the FPPC Model Conflict of

Interest Code approved by the Fair Political Practices Commission are hereby incorporated into the District Conflict of Interest Code.

**Section 4. Disclosure Categories and Designated Positions.**

(a) Those officials, employees and consultants designated in the attached Appendix A - Disclosure Categories and Designated Positions ("Appendix A"), incorporated herein by this reference as though fully set forth, shall be subject to the provisions of the District Conflict of Interest Code pursuant to the applicable disclosure categories.

(b) Any consultant who performs the ongoing duties of any of the designated positions shall be assigned the same disclosure categories as that position, subject to the following limitation: 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 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 District Manager's determination shall be filed with the District's Secretary and is a public record and shall be retained for public inspection in the same manner and location as the District Conflict of Interest Code.

**Section 5. Filing.**

Pursuant to Title 2, section 18730(b)(4) of the California Code of Regulations, those officials, employees and consultants designated in Appendix A shall file statements of economic interest with the Finance Manager to whom the Board of Trustees of the Coachella Valley Mosquito and Vector Control District hereby delegates the authority to carry out the duties of filing officer. The annual statement of economic interests shall be duly filed no later than April 1 of each calendar year.

**Section 6. Prohibition Concerning Prospective Employment.**

No District employee who is designated in Appendix A shall make, participate in making, or otherwise use his or her official position to influence any governmental decision directly relating to any person with whom he or she is negotiating or has any arrangement concerning, prospective employment. For purposes of the District Conflict of Interest Code, the term "person" includes any natural person, corporation or other form of business entity and extends to any of its agents.

**Section 7. Ethics Training.**

Those employees designated in Appendix A shall be required to attend ethics training as set forth at Government Code section 53235.

**Section 8. Violations.**

Violations of the District Conflict of Interest Code by any employee designated in Appendix A may result in discipline up to and including termination. Alleged violations of this

Code by an employee shall be processed as otherwise provided in the District's personnel policies and procedures.

**Section 9. Transmission to the County.**

The Board of Trustees hereby authorizes the Secretary to transmit a copy of this Resolution to the Board of Supervisors of the County of Riverside ("Board of Supervisors") for their approval as the code reviewing body for the District.

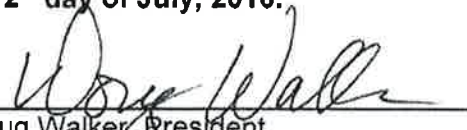
**Section 10. Effective Date.**

This Resolution shall take effect upon its approval by the Board of Supervisors.

**Section 11. Certification.**

That the Clerk of the Board shall certify to the passage and adoption of this resolution, enter the same in the book for original resolutions of the District, and make a minute of passage and adoption thereof in the records of the proceedings of the Board, in the minutes of the meeting at which this resolution is passed and adopted.

**PASSED, ADOPTED AND APPROVED, this 12<sup>th</sup> day of July, 2016.**

  
\_\_\_\_\_  
Doug Walker, President  
Board of Trustees

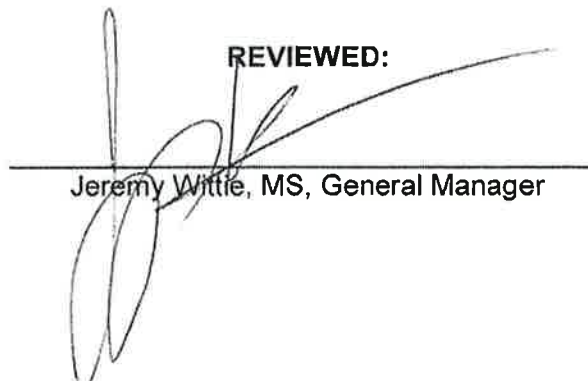
**ATTEST:**

  
\_\_\_\_\_  
Crystal G. Moreho, Clerk of the Board

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
M. Katherine Jenson, General Counsel

**REVIEWED:**

  
\_\_\_\_\_  
Jeremy Wittie, MS, General Manager

**EXHIBIT "A"**  
**FPPC MODEL CONFLICT OF INTEREST CODE**  
Effective as of July 12, 2016

[attached]

## APPENDIX A

### APPENDIX TO THE CONFLICT OF INTEREST CODE FOR THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

#### II. Disclosure Categories

The following categories of reportable economic interests are established:

Category 1: Persons in this category shall disclose on FPPC Form 700, Schedule B, all reportable interests in real property located within the jurisdictional boundaries of the District, or within two miles of the District's jurisdictional boundaries, or within two miles of land located outside the District's jurisdictional boundaries which is owned or used by the District..

Category 2: Persons in this category shall disclose on FPPC Form 700, Schedules C and D, all reportable income, loans and business positions.

Category 3: Persons in this category shall disclose on FPPC Form 700, Schedules A-1 and A-2, all reportable investments.

Category 4: Persons in this category shall disclose on FPPC Form 700, Schedules E and F, all reportable gifts and travel payments.

#### II. Designated Positions

A "Designated Position" is an officer, employee, member or consultant of the District whose position is designated in the District Conflict of Interest Code because the position entails the making or participation in the making of governmental decisions that may foreseeably have a material effect on any financial interest as set forth at Government Code section 82019.

Any Designated Employee whose position is listed in the following table shall be required to file a Statement of Economic Interest with the Board of Supervisors of the County of Riverside, the District's code reviewing body.

DESIGNATED POSITION	DISCLOSURE CATEGORY(IES)
General Manager	1, 2, 3, 4
Administrative Finance Manager	1, 2, 3, 4
Information Technology Manager	1, 2, 3, 4
Human Resources Manager	1, 2, 3, 4
Public Information Manager	1, 2, 3, 4
Laboratory Manager	1, 2, 3, 4
Operations Manager	1, 2, 3, 4
Clerk of the Board	1, 2, 3, 4
Consultants who perform the ongoing duties of any Designated Position	To be determined by the General Manager per the District Conflict of Interest Code