

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



ITEM  
2.22  
(ID # 3021)

MEETING DATE:

Tuesday, December 6, 2016

FROM: COUNTY COUNSEL:

SUBJECT: COUNTY COUNSEL: Approval of the Conflict of Interest Code of the SunLine Transit Agency, District 4 [\$0]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the Conflict of Interest Code of the SunLine Transit Agency; and
2. Direct the Clerk of the Board to notify SunLine Transit Agency of the action taken.

ACTION: Consent

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.

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 0	\$ 0	\$ 0	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: N/A			Budget Adjustment:	N/A
			For Fiscal Year:	N/A


C.E.O. RECOMMENDATION: Approve

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MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Jeffries, Tavaglione, Washington and Ashley  
Nays: None  
Absent: Benoit  
Date: December 6, 2016  
xc: Co.Co., District, BB&K, COB<sub>cm</sub>

Kecia Harper-Ihem  
Clerk of the Board  
By   
Deputy

2.22

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

**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 SunLine Transit Agency.

SunLine Transit Agency recently revised its Conflict of Interest Code and has submitted it to 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 copy of SunLine Transit Agency's revised Conflict of Interest Code is attached.

It is recommended that the Board of Supervisors approve SunLine Transit Agency's Code as revised and that the Clerk of the Board notify the Agency of the action taken.

**Impact on Residents and Businesses**

N/A

**SUPPLEMENTAL:**

**Additional Fiscal Information**

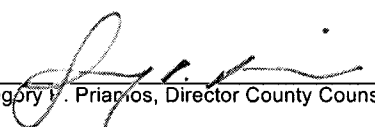
N/A

**Contract History and Price Reasonableness**

N/A

**ATTACHMENTS:**

**ATTACHMENT A. CONFLICT OF INTEREST CODE OF THE SUNLINE TRANSIT AGENCY**

  
Gregory V. Priamos, Director County Counsel

11/17/2016

  
Tina Grande, Principal Management Analyst

11/29/2016

ORDINANCE NO. 2016-01

AN ORDINANCE OF SUNLINE TRANSIT AGENCY  
AMENDING ORDINANCE NO. 14-1 ESTABLISHING THE  
SUNLINE TRANSIT AGENCY CONFLICT OF INTEREST  
CODE

WHEREAS, the County of Riverside and the Coachella Valley cities comprising the joint powers agency known as SunLine Transit Agency ("SunLine") is a local government agency required by Government Code Section 87300 to promulgate a Conflict of Interest Code; and

WHEREAS, the Political Reform Act, Government Code sections 81000, et seq., requires local agencies to review their conflict of interest codes in even numbered years and make any amendments that are necessary; and

WHEREAS, the Fair Political Practices Commission 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 SunLine; and

WHEREAS, the provisions of Title 2, section 18730 of the California Code of Regulations require local agencies to prepare a list of designated employees that are required to file a statement of economic interest and the formulation of disclosure categories for such employees; and

WHEREAS, the SunLine Board of Directors adopted the provisions of Title 2, section 18730 of the California Code of Regulations as SunLine's Conflict of Interest Code through the adoption of Ordinance No. 14-1, which included a list of designated employees that must file statements of economic interests as Appendix A and disclosure categories in Appendix B; and

WHEREAS, SunLine has reviewed its Conflict of Interest Code and determined that amendments to the list of designated employees are necessary and that no other amendments are necessary.

NOW, THEREFORE, the Board of Directors of SunLine Transit Agency does hereby ordain as follows:

SECTION 1: That SunLine Transit Agency hereby amends Appendix A of the Conflict of Interest Code, by adding the text shown in underline (example) and deleting the text showing in ~~strikeout (example)~~, to read in its entirety as follows:

APPENDIX A

The following designated employees make or participate in the making of decisions, which may have a material effect on a financial interest:

Designated Positions

Disclosure Category

SF #4828-0068-1016 v1  
FORM APPROVED COUNTY COUNSEL

by Kristine Bell-Valdez 11/15/16  
KRISTINE BELL-VALDEZ DATE

General Manager/CEO	I, II, III
Chief Financial Officer	I, II, III
Deputy Chief Financial Officer	I, II, III
Chief Performance Officer	I, II, III
Deputy Chief Performance Officer	I, II, III
Chief Administrative Officer	I, II, III
Deputy Chief Administrative Officer	I, II, III
Chief Operations Officer	I, II, III
Deputy Chief Operations Officer	I, II, III
<del>Deputy Chief Operations Officer - Maintenance</del>	<del>I, II, III</del>
<u>Chief Safety Officer</u>	<u>I, II, III</u>
<u>Deputy Chief Safety Officer</u>	<u>I, II, III</u>
<u>Taxi Administrator</u>	<u>I, II, III</u>
<u>Deputy Taxi Administrator</u>	<u>I, II, III</u>
<u>Superintendent of Transportation</u>	<u>I, II, III</u>
<u>Maintenance Superintendent</u>	<u>I, II, III</u>
<u>Facilities Maintenance Superintendent</u>	<u>I, II, III</u>
Clerk of the Board	I, II, III
<del>EEO Compliance Officer</del>	<del>I, II, III</del>
Alternative Fuels Manager	I, II, III
<u>Procurement Manager</u>	<u>I, II, III</u>
<u>Purchasing Contracts Administrator</u>	<u>I, II, III</u>
<u>Contracts Assistant</u>	<u>I, II, III</u>

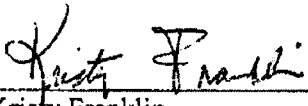
Information Systems and Technology Specialist	I, II, III
Fuel Systems Specialist II	I, II, III
Materials & Inventory Manager	I, II, III
Materials Inventory Technician	I, II, III
<u>Project Manager</u>	<u>I, II, III</u>
<u>Project Manager Assistant</u>	<u>I, II, III</u>
<u>Public Outreach Specialist</u>	<u>I, II, III</u>
Consultants <sup>1</sup>	I, II, III
Any other employee at the discretion of the General Manager/CEO	I, II, III

<sup>1</sup> The General 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 described 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 General Manager'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.

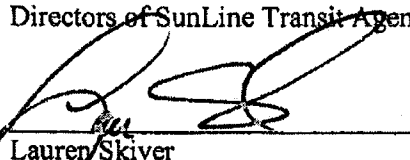
PART 2: SunLine shall certify to the passage and adoption of this ordinance and shall cause the same to be posted and published in the manner required by law.

PASSED, APPROVED AND ADOPTED by the Board of Directors of SunLine at a regular meeting held on the 26 day of October, 2016


Date: 10/26/16

  
 Kristy Franklin  
 Chairperson of the Board of  
 Directors of SunLine Transit Agency

Date: 10/26/16

  
 Lauren Skiver  
 General Manager/ CEO of SunLine Transit Agency

Date: 10/26/16

  
Diane Beebe  
Clerk of the Board

APPROVED AS TO FORM:

  
Eric S. Vail, General Counsel

## APPENDIX A

The following designated employees make or participate in the making of decisions, which may have a material effect on a financial interest:

<u>Designated Positions</u>	<u>Disclosure Category</u>
General Manager/CEO	I, II, III
Chief Financial Officer	I, II, III
Deputy Chief Financial Officer	I, II, III
Chief Performance Officer	I, II, III
Deputy Chief Performance Officer	I, II, III
Chief Administrative Officer	I, II, III
Deputy Chief Administrative Officer	I, II, III
Chief Operations Officer	I, II, III
Deputy Chief Operations Officer	I, II, III
Chief Safety Officer	I, II, III
Deputy Chief Safety Officer	I, II, III
Taxi Administrator	I, II, III
Deputy Taxi Administrator	I, II, III
Superintendent of Transportation	I, II, III
Maintenance Superintendent	I, II, III
Facilities Maintenance Superintendent	I, II, III
Clerk of the Board	I, II, III
Compliance Officer	I, II, III
Alternative Fuels Manager	I, II, III
Procurement Manager	I, II, III

FORM APPROVED COUNTY COUNSEL

BY

KRISTINE BELL-VALDEZ

DATE

11/18/16

Contracts Administrator	I, II, III
Contracts Assistant	I, II, III
Information Systems and Technology Specialist	I, II, III
Fuel Systems Specialist II	I, II, III
Materials & Inventory Manager	I, II, III
Materials Inventory Technician	I, II, III
Project Manager	I, II, III
Project Manager Assistant	I, II, III
Public Outreach Specialist	I, II, III
Consultants <sup>1</sup>	I, II, III
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