



COUNTY OF SONOMA

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

SUMMARY REPORT

Agenda Date: 1/28/2025

To: Board of Supervisors, Community Development Commission Board of Commissioners, Sonoma County Water Agency Board of Directors and Sonoma County Valley Sanitation District Board of Directors

Department or Agency Name(s): County Counsel

Staff Name and Phone Number: Deputy County Counsel Kristin Horrell, (707) 565-2421

Vote Requirement: Majority

Supervisorial District(s): All

Title:

Conflict of Interest Code Update for Non-County Agencies

Recommended Action:

- A) Acting as the Board of Commissioners of the Sonoma County Community Development Commission, adopt a Resolution Adopting a Conflict of Interest Code.
- B) Acting as the Board of Directors of the Sonoma County Water Agency, adopt a Resolution Adopting a Conflict of Interest Code.
- C) Acting as the Board of Directors of the Sonoma County Valley Sanitation District, adopt a Resolution Adopting a Conflict of Interest Code.
- D) Acting as the Board of Supervisors in its role as the code reviewing body, adopt Resolutions amending, adopting or dissolving the conflict of interest code for the Airport Land Use Commission, Alexander Valley Union School District, Bellevue Union School District, Cinnabar School District, Cloverdale Fire Protection District, Cloverdale Health Care District, Cloverdale Unified School District, Dunham School District, Fire Memorial Task Force, Forestville Union School District, Forestville Water District, Fort Ross School District, Geyserville Unified School District, Gold Ridge Fire Protection District, Grand Jury, Green Valley Cemetery District, Guerneville School District, Healdsburg Unified School District, Healthy Petaluma District, Indian Gaming Local Community Benefit Committee, Kashia School District, Kenwood Fire Protection District, Library Commission, Monte Rio Recreation & Park District, Monte Rio Union School District, North Sonoma Coast Fire Protection District, North Sonoma County Healthcare District, Oak Grove Union School District, Old Adobe Union School District, Piner-Olivet Union School District, Regional Climate Protection Authority, Rincon Valley Union School District, Roseland School District, Schell-Vista Fire Protection District, Sebastopol Union School District, Sonoma County Community Development Commission, Sonoma County Fire District, Sonoma County Water Agency, Sonoma Resource Conservation District, Sweetwater Springs Water District, Sonoma Valley County Sanitation District, and Windsor Unified School District.

Executive Summary:

This item amends, adopts or dissolves the conflict of interest code (COIC) for the previously enumerated non-County agencies and for whom the Board of Supervisors is the code reviewing body as the agency's

jurisdiction is wholly within the County. Each COIC has been approved by the respective agency's legislative body and must be approved by the Board of Supervisors as the code reviewing body for the amendment, adoption or dissolution to be effective. State law requires that every two years a local agency review its COIC, which identifies the designated positions who should be filing statements of economic interest (Form 700s) and which corresponding financial interests must be disclosed, to ensure the COIC accurately reflects the current structure of the organization and properly identifies all individuals who should be filing statement of economic interests.

This item requests that the Board of Commissioners of the Sonoma County Community Development Commission, the Board of Directors of the Sonoma County Water Agency and the Board of Directors of the Sonoma County Valley Sanitation District each adopt the updated COIC for its agency. This item also requests the Board of Supervisors as the code reviewing body adopt the resolutions approving all amendments, adoptions and dissolutions to the non-County agencies updated conflict of interest codes.

Discussion:

State law requires that each local agency adopt a conflict of interest code ("COIC") identifying (1) those positions in which officers or employees make or participate in making governmental decisions that affect government spending ("designated employees"), and (2) the types of personal interests which could be affected by those decisions ("disclosure categories").

State law also requires that every even numbered year, each local agency review its COIC to determine whether any changes should be made. By July 1, 2024, the Clerk of the Board of Supervisors contacted all non-County agencies and requested that the agency review its COIC to determine if any changes needed to be made. Local agencies that determined their COIC needed to be amended made the necessary changes and had the COIC approved by their legislative body. The COIC must now be approved by the Board of Supervisors as the code reviewing body for the amendments, adoption or dissolution to be effective. County Counsel has reviewed and approved these changes.

Sonoma County Community Development Commission

The Sonoma County Community Development Commission is amending its code to add positions that make or participate in making financial decisions and deleting titles of positions that no longer exist.

Sonoma County Water Agency

The Sonoma County Water Agency is amending its code to add positions that make or participate in making financial decisions and deleting titles of positions that no longer exist.

Sonoma Valley County Sanitation District

The Sonoma Valley County Sanitation District is amending its code to add positions that make or participate in making financial decisions and deleting titles of positions that no longer exist.

Board of Supervisors

The Board of Supervisors is the code reviewing body for all agencies whose jurisdiction is wholly within the County, except cities. The following agencies and districts in the County have amended their codes to add positions that make or participate in making financial decisions and/or delete positions that no longer exist or

whose duties have changed. The Board must adopt these code amendments for them to be effective. Local agencies amending their COICs are as follows: Airport Land Use Commission, Alexander Valley Union School District, Bellevue Union School District, Cinnabar School District, Cloverdale Health Care District, Cloverdale Unified School District, Dunham School District, Forestville Union School District, Forestville Water District, Fort Ross School District, Geyserville Unified School District, Gold Ridge Fire Protection District, Grand Jury, Green Valley Cemetery District, Guerneville School District, Healdsburg Unified School District, Kashia School District, Kenwood Fire Protection District, Library Commission, Monte Rio Recreation & Park District, Monte Rio Union School District, North Sonoma County Healthcare District, Oak Grove Union School District, Old Adobe Union School District, Healthy Petaluma District, Piner-Olivet Union School District, Regional Climate Protection Authority, Rincon Valley Union School District, Roseland School District, Schell-Vista Fire Protection District, Sebastopol Union School District, Sonoma County Community Development Commission, Sonoma County Fire District, Sonoma County Water Agency, Sonoma Resource Conservation District, Sweetwater Springs Water District, Sonoma Valley County Sanitation District, and Windsor Unified School District. Additionally, the Cloverdale Fire Protection District, Fire Memorial Task Force, and North Sonoma Coast Fire Protection District are adopting a COIC and the Indian Gaming Local Community Benefit Committee has requested to dissolve their COIC.

Staff requests the Board adopt the attached resolutions amending, adopting or dissolving the COIC for each enumerated agency.

Strategic Plan:

N/A

Racial Equity:

Was this item identified as an opportunity to apply the Racial Equity Toolkit?

No

Prior Board Actions:

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FISCAL SUMMARY

Expenditures	FY23-24 Adopted	FY24-25 Projected	FY25-26 Projected
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			

General Fund Contingencies			
Total Sources			

Narrative Explanation of Fiscal Impacts:

This item is administrative in nature and there are no fiscal impacts.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

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Attachments:

Resolution of the Board of Commissioners for the Sonoma County Community Development Commission Adopting a Conflict of Interest Code.

Resolution of the Board of Directors of the Sonoma County Water Agency Adopting a Conflict of Interest Code.

Resolution of the Board of Directors of the Sonoma Valley County Sanitation District Adopting a Conflict of Interest Code.

- Resolution Approving Airport Land Use Commission COIC
- Resolution Approving Alexander Valley Union School District COIC
- Resolution Approving Bellevue Union School District COIC
- Resolution Approving Cinnabar School District COIC
- Resolution Approving Cloverdale Fire Protection District COIC
- Resolution Approving Cloverdale Health Care District COIC
- Resolution Approving Cloverdale Unified School District COIC
- Resolution Approving Dunham School District COIC
- Resolution Approving Fire Memorial Task Force COIC
- Resolution Approving Forestville Union School District COIC
- Resolution Approving Forestville Water District COIC
- Resolution Approving Fort Ross School District COIC
- Resolution Approving Geyserville Unified School District COIC
- Resolution Approving Gold Ridge Fire Protection District COIC
- Resolution Approving Grand Jury COIC
- Resolution Approving Green Valley Cemetery District COIC
- Resolution Approving Guerneville School District COIC
- Resolution Approving Healdsburg Unified School District COIC
- Resolution Approving Healthy Petaluma District COIC

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Resolution Approving Kashia School District COIC
Resolution Approving Kenwood fire Protection District COIC
Resolution Approving Library Commission COIC
Resolution Approving Monte Rio Recreation & Park District COIC
Resolution Approving Monte Rio Union School District COIC
Resolution Approving North Sonoma Coast Fire Protection District COIC
Resolution Approving North Sonoma County Healthcare District COIC
Resolution Approving Oak Grove Union School District COIC
Resolution Approving Old Adobe Union School District COIC
Resolution Approving Piner-Olivet Union School District COIC
Resolution Approving Regional Climate Protection Authority COIC
Resolution Approving Rincon Valley Union School District COIC
Resolution Approving Roseland School District COIC
Resolution Approving Schell-Vista Fire Protection District COIC
Resolution Approving Sebastopol Union School District COIC
Resolution Approving Sonoma County Community Development Commission COIC
Resolution Approving Sonoma County Fire District COIC
Resolution Approving Sonoma County Water Agency COIC
Resolution Approving Sonoma Resource Conservation District COIC
Resolution Approving Sweetwater Springs Water District COIC
Resolution Approving Sonoma Valley County Sanitation District COIC
Resolution Approving Windsor Unified School District COIC
Resolution Dissolving Indian Gaming Local Community Benefit Committee COIC

Related Items “On File” with the Clerk of the Board:

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