



County of Sonoma

State of California

Date: January 28, 2025

Item Number: _____

Resolution Number: _____

4/5 Vote Required

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

Whereas, the Political Reform Act, Government Code sections 81000 et seq., requires state and local government agencies to adopt conflict of interest codes, and

Whereas, the Fair Political Practices Commission has adopted a regulation, 2 Cal. Code of Regs. Section 18730, which contains the terms of a standard conflict of interest code and which can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments to the Political Reform Act, and

Whereas, the Sonoma County Community Development Commission wishes to adopt this standard code and designated which officers and employees should disclose financial interests and describe which interests must be disclosed; and

Now, Therefore, Be It Resolved:

1. The terms of 2 Cal. Code of Regs. Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the attached Appendix A and Appendix B, in which disclosure categories and designated members and employees are set forth, constitute the Conflict of Interest Code of the Sonoma County Development Commission, and
2. Pursuant to Section 4 of the standard code, commissioner members and the Executive Director shall file statements of economic interest with the Community Development Commission, who shall retain a copy and forward the original for filing with the Clerk of the Sonoma County Board of Supervisors. Designated employees shall file statements with the CDC clerk who shall retain them at the main place of business of the CDC. Any CDC Commissioner or other designated employee already required to submit a disclosure statement (Form 700) pursuant to Government Code section 87203 may submit a copy of that statement in lieu of any filing required by this code provided that no additional disclosure would be required by this code.

Resolution #

Date:

Page 2

Commissioners:

Hermosillo:

Rabbitt:

Coursey:

Gore:

Hopkins:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.

Resolution #

Date:

Page 3

APPENDIX A

Disclosure Categories¹

1. All sources of income, gifts, investments and business positions in business entities and all interests in real property. (Persons designated to report in this category shall complete all Form 700 schedules.)
2. Investments and business positions in business entities, gifts and income from sources which provide services, supplies, materials, machinery or equipment of the type utilized by or provided by the employee's department or division. (Persons designated to report in this category shall complete Form 700 schedules A1, A2, C and E.)

¹ Only investments in and sources of income from business entities, and sources of income (including gifts) which do business in the geographic area of the Community Development Commission, or real property interests located in that area, need to be reported.

APPENDIX B – PROPOSED REVISION JANUARY 2025

<u>Designated Employee</u>	<u>Category</u>
Commissioners	1
Executive Director	1
Assistant Executive Director	1
Administrative Services Officer	1
Affordable Housing Assistant Manager	1
<u>Community Development Assistant Manager</u>	<u>1</u>
Community Development Associate	1
Community Development Committee Member	1
<u>Community Development Program Coordinator</u>	<u>1</u>
Community Development Manager	1
Controller	1
<u>Deputy Director</u>	<u>1</u>
Housing Rehabilitation Specialist	2
Housing Negotiator/Inspector	2
Leased Housing Manager	1
Special Projects Director	1
Supervising Accountant	1
Supervising Community Development Specialist	2
Technical Advisory Committee Member	1

Consultants*

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: The Executive Director may determine in writing that a particular consultant, although in a designated position 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 the description, a statement of the extent of the 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.

COMMUNITY DEVELOPMENT COMMISSION

Conflict of Interest Code

APPENDIX B –REVISED JANUARY 2025

<u>Designated Employee</u>	<u>Category</u>
Commissioners	1
Executive Director	1
Administrative Services Officer	1
Affordable Housing Assistant Manager	1
Community Development Assistant Manager	1
Community Development Associate	1
Community Development Committee Member	1
Community Development Program Coordinator	1
Controller	1
Deputy Director	1
Housing Rehabilitation Specialist	2
Housing Negotiator/Inspector	2
Supervising Accountant	1
Technical Advisory Committee Member	1

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