



## Legislation Details (With Text)

**File #:** 2020-1295  
**Type:** Consent Calendar Item      **Status:** Agenda Ready  
**File created:** 12/11/2020      **In control:** County Counsel  
**On agenda:** 1/26/2021      **Final action:**  
**Title:** Conflict of Interest Code Update for Non-County Agencies  
**Sponsors:** Board of Supervisors, County Administrator  
**Indexes:**

**Attachments:** 1. Summary Report final.pdf, 2. Resolution of the Board of Commissioners of the Community Development Commission approving the amendment to the Conflict of Interest Code.pdf, 3. Resolution of the Board of Directors of SCAPOSD approving the amendment of the Conflict of Interest Code.pdf, 4. Resolution of the Board of Directors of the Sonoma County Water Agency.pdf, 5. Resolution of CDC Approving its Conflict of Interest Code.pdf, 6. Resolution of Kenwood Fire Protection District Approving its Conflict of Interest Code.pdf, 7. Resolution of APOSD Approving its Conflict of Interest Code.pdf, 8. Resolution of Public Safety Consortium Approving its Conflict of Interest Code.pdf, 9. Resolution of Roseland School District Approving its Conflict of Interest Code.pdf, 10. Resolution of SCERA Approving its Conflict of Interest Code.pdf, 11. Resolution of Sonoma Charter School Approving its Conflict of Interest Code.pdf, 12. Resolution of Sonoma County First 5 Approving its Conflict of Interest Code.pdf, 13. Resolution of SCWA Approving its Conflict of Interest Code.pdf, 14. Resolution of SCWMA Approving its Conflict of Interest Code.pdf, 15. Resolution of the Sonoma Resource Conservation District Approving its Conflict of Interest Code.pdf, 16. Resolution of Valley of the Moon Water District Approving its Conflict of Interest Code.pdf, 17. Resolution of the Creative Sonoma Advisory Board Approving its Conflict of Interest Code.pdf, 18. Resolution of the Northern Sonoma County FPD Approving its Conflict of Interest Code.pdf, 19. Resolution of the Sonoma County Consolidated Oversight Board Approving its Conflict of Interest Code.pdf, 20. Resolution of the Sonoma County FPD Approving its Conflict of Interest Code.pdf, 21. Resolution of Bennett Valley Fire Protection District dissolving its Conflict of Interest Code.pdf, 22. Resolution of Geyserville Fire Protection District dissolving its Conflict of Interest Code.pdf, 23. Resolution of Glen Ellen Fire Protection District dissolving its Conflict of Interest Code.pdf, 24. Resolution of Home Financing Authority dissolving its Conflict of Interest Code.pdf, 25. Resolution of Redevelopment Successor Agency Oversight Board dissolving its Conflict of Interest Code.pdf, 26. Resolution of Rincon Valley Fire Protection District dissolving its Conflict of Interest Code.pdf, 27. Resolution of Roseland Fire Protection District dissolving its Conflict of Interest Code.pdf, 28. Resolution of Valley of the Moon Fire Protection District dissolving its Conflict of Interest Code.pdf, 29. Resolution of Windsor Fire Protection District dissolving its Conflict of Interest Code.pdf

Date	Ver.	Action By	Action	Result
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**To:** Community Development Commission Board of Commissioners, Sonoma County Agricultural Preservation and Open Space District Board of Directors, Sonoma County Water Agency Board of Directors, and Board of Supervisors

**Department or Agency Name(s):** County Counsel and Board of Supervisors

**Staff Name and Phone Number:** Linda Schiltgen, Deputy County Counsel (707) 565-2421 and Marcie Woychik, 707-565-2243

**Vote Requirement:** Majority

**Supervisory 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 approving the amendment to the Community Development Commission’s Conflict of Interest Code.
- B) Acting as the Board of Directors of the Sonoma County Agricultural and Open Space District (SCAPOSD), adopt a resolution approving the amendment to the SCAPOSD’s Conflict of Interest Code.
- C) Acting as the Board of Directors of the Sonoma County Water Agency (SCWA), adopt a resolution approving the amendment to the SCWA’s Conflict of Interest Code.
- D) Acting as the Board of Supervisors in its role as the code reviewing body for non-County agencies, adopt resolutions approving conflict of interest code amendments for the Community Development Commission, SCAPOSD, Kenwood Fire Protection District, Public Safety Consortium, Roseland School District, Sonoma County Employee Retirement Association, Sonoma Charter School, Sonoma County First 5 Commission, Sonoma County Water Agency, Zero Waste Sonoma (also known as Sonoma County Waste Management Agency), Sonoma Resource Conservation District, and Valley of the Moon Water District. Adopt resolutions approving new conflict of interest codes for Creative Sonoma Advisory Board, Northern Sonoma County Fire Protection District, Sonoma County Consolidated Oversight Board, and Sonoma County Fire Protection District. Adopt resolutions dissolving conflict of interest codes for the Bennett Valley Fire Protection District, Geyserville Fire Protection District, Glen Ellen Fire Protection District, Home Financing Authority, Redevelopment Successor Agency Oversight Board, Rincon Valley Fire Protection District, Roseland Fire Protection District, Valley of the Moon Fire Protection District, and Windsor Fire Protection District.

**Executive Summary:**

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

This item requests three actions. The first recommended action is by the Community Development Commission to adopt its own updated conflict of interest code. The second recommended action is by the Sonoma County Agricultural and Open Space Preserve District to adopt its own updated conflict of interest code. The third recommended action is by the Board of Supervisors acting as the code reviewing body to approve all of the non-County entities’ updated conflict of interest codes, including amendments to codes, adopting new codes and dissolving codes of entities that no longer exist.

**Discussion:**

***Community Development Commission***

The Community Development Commission is amending its code to add positions and delete positions that no longer are required to be included in the conflict of interest code.

***Sonoma County Agricultural Preserve and Open Space District***

Similarly, the Sonoma County Agricultural Preserve and Open Space District is updating its code. The District is amending its code to add positions and delete positions that no longer are required to be in the code.

***Sonoma Water***

Similarly, the Sonoma Water is updating its code. The Agency is amending its code to add positions and delete

positions that no longer are required to be in the code.

**Board of Supervisors**

Once local jurisdictions approve their updated conflict of interest codes, they submit them to the Board of Supervisors for approval as the “code reviewing body” for all jurisdictions, except cities, within the County. This board item involves the standard biannual review of conflict of interest code amendments. State law requires that at the close of each even numbered year each agency review its code and determine whether any changes should be made. Amended and newly adopted codes must then be reviewed and approved by the Board of Supervisors as the code reviewing body for the local agencies. A number of agencies and districts in the County have amended their codes to update position titles, and add or delete positions that are no longer required to be included in the conflict of interest codes. In addition, staff recommends dissolving the conflict of interest codes for the Bennett Valley Fire Protection District, Geyserville Fire Protection District, Glen Ellen Fire Protection District, Home Financing Authority, Redevelopment Successor Agency Oversight Board, Rincon Valley Fire Protection District, Roseland Fire Protection District, Valley of the Moon Fire Protection District, and Windsor Fire Protection District, as those agencies no longer exist. In its place, the Redevelopment Successor Agency Oversight Board has been replaced by the Sonoma County Consolidated Oversight Board. The Geyserville Fire Protection District has been annexed into the Northern Sonoma County Fire Protection District, whose code is being brought before the Board for approval with this herein item. The Bennett Valley Fire Protection District, Rincon Valley Fire Protection District, Roseland Fire Protection District, and Windsor Fire Protection District have been annexed into the Sonoma County Fire Protection District, whose code is being brought before the Board for approval with this herein item. The Glen Ellen Fire Protection District and Valley of the Moon Fire Protection District have been annexed into the Sonoma Valley Fire District, which is a multi-jurisdictional entity that has its own conflict of interest code.

County Counsel has reviewed these changes, and the codes as submitted comply with the requirements of the Political Reform Act. The agencies have been notified that the Board would consider this matter today, and they were requested to notify their employees of their right to be heard on proposed amendments. No one has requested an opportunity to appear.

**Prior Board Actions:**

Biannually, last in 2019: Approved Conflict of Interest Code amendments for various agencies.

**FISCAL SUMMARY**

<b>Expenditures</b>	<b>FY 20-21 Adopted</b>	<b>FY21-22 Projected</b>	<b>FY 22-23 Projected</b>
Budgeted Expenses			
Additional Appropriation Requested			
<b>Total Expenditures</b>			
<b>Funding Sources</b>			
General Fund/WA GF			
State/Federal			

Fees/Other			
Use of Fund Balance			
Contingencies			
<b>Total Sources</b>			

**Narrative Explanation of Fiscal Impacts:**

The action is administrative in nature; no budgetary impacts are associated with this item.

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

**Narrative Explanation of Staffing Impacts (If Required):**

N/A

**Attachments:**

1. Resolution of the Board of Commissioners of the Community Development Commission approving the amendment to the Conflict of Interest Code.
2. Resolution of the Board of Directors of SCAPOSD approving the amendment of the Conflict of Interest Code.
3. Resolution of the Board of Directors of Sonoma County Water Agency approving the amendment of the Conflict of Interest Code.
4. Resolutions of the Board of Supervisors in its role as the code reviewing body approving Conflict of Interest Codes for Various Agencies.

**Related Items "On File" with the Clerk of the Board:**

N/A