

AGENDA ITEM 1 H  
Consent Item

**MEMORANDUM**

**DATE:** September 3, 2020  
**TO:** El Dorado County Transit Authority  
**FROM:** Megan Wilcher, Administrative Coordinator  
**SUBJECT:** Biennial Conflict of Interest Code Review

**REQUESTED ACTION:**  
**BY MOTION,**

**Approve the Biennial Conflict of Interest Code Review and direct staff to provide a written statement to the code reviewing body**

**BACKGROUND**

Government Code 87306.5 requires that each local agency review its Conflict of Interest Code and submit a written statement to the reviewing body every even-numbered year, no later than October 1. The code reviewing body for the El Dorado County Transit Authority (El Dorado Transit) is the El Dorado County Board of Supervisors.

**DISCUSSION**

To comply with Government Code 87306.5 staff recommends no changes to the Conflict of Interest code previously adopted by Resolution No. 18-11 on March 1, 2018. The current adopted Conflict of Interest code is attached as Exhibit A.

**FISCAL IMPACT**

None

**CONFLICT OF INTEREST CODE THE  
EL DORADO COUNTY TRANSIT AUTHORITY**

The Political Reform Act, Government Code Section 81000, et seq., requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation, 2 California Code of Regulations Title 2 Section 18730, which contains the terms of a standard conflict of interest code (hereafter incorporated by reference). Appendix A and B lists designated members and employees and disclosure categories.

Pursuant to Section 18730 of Title 2 California Code of Regulations, Board Members, the Executive Director and designated employees shall file statements of economic interests with the El Dorado County Transit Authority. Upon receipt of the statements of the El Dorado County Transit Authority Board Members, Executive Director, and all other designated employees, the Clerk of the El Dorado County Transit Authority shall retain a copy of each statement. The Clerk shall make all statements of economic interests available for public inspection and reproduction.

**EL DORADO COUNTY TRANSIT AUTHORITY**

**CONFLICT OF INTEREST CODE**

**APPENDIX A**

**Designated Employee Position**

The designated employees whose duties or positions within El Dorado County Transit Authority involve the making or participation in the making of decisions which may foreseeably have a material financial effect on any financial interest are as follows:

<b>Designated Employee</b>	<b>Disclosure Categories</b>
Board Members	1 - 5
Legal Counsel	1 - 5
Executive Director	1 - 5
Treasurer	1 - 5
Operations Manager	1 - 5
Finance Manager	1 - 5

Specialized Consultant: the Special Consultants employed by the El Dorado County Transit Authority in a decision-making capacity shall make such disclosure as the Executive Director shall determine, if any, is required by any particular consultant or any particular task order of employment.

**EL DORADO COUNTY TRANSIT AUTHORITY**

**CONFLICT OF INTEREST CODE**

**APPENDIX B**

**DISCLOSURE CATEGORIES**

- CATEGORY 1: Investments, business positions in business entities, and sources of income, of the type which contract with the El Dorado County Transit Authority to supply materials, commodities, supplies, books, machinery, vehicles, or equipment utilized by the Authority.
- CATEGORY 2: Investments, business positions in business entities, and sources of income, which are contractors, subcontractors, or consultants engaged in the performance of work or services of the type utilized by the agency, including, but not limited to, insurance companies, carriers, holding companies, underwriters, agents, or accounting firms.
- CATEGORY 3: Investments, business positions in business entities, and sources of income, which have filed claims against the Authority.
- CATEGORY 4: All interest in real property located within the jurisdiction of the agency or within two miles of its boundaries.
- CATEGORY 5: All investments and business position in any business entity and income from any source which is (1) a private transit or transportation company; or (2) an entity or person engaged in real estate, or real estate development within the jurisdiction of the Authority.