

	Ben Lomond Fire Protection District	Policy # 1110 Date 05/19/05
	SOP GENERAL INFORMATION	TITLE: CONFLICT OF INTEREST CODE Rev Date 05/19/05

A. PURPOSE

The purposes of this Code are to provide for the disclosure of assets, income, and business positions of designated District employees which may be materially affected by their official actions and to provide for the disqualifications of designated employees from participation in District decisions in which they may have a financial interest.

B. BACKGROUND

The Political Reform Act of 1974, Government Code Sections 81000 et seq., requires state and local agencies to adopt and promulgate Conflict of Interest Codes. The California Fair Politics Practices Commission has, pursuant to its authority under Section 83112 of the Government Code, adopted a regulation which contains the terms of a standard Conflict of Interest Code. This regulation is codified at Title 2 California Code of Regulations Section 18730. This regulation may be incorporated by reference by local agencies and, together with the designation of employees and disclosure categories, meets the requirements of the Political Reform Act.

C. ADOPTION OF CONFLICT OF INTEREST CODE

1. The terms of Title 2 California Code of Regulations Section 18730 are hereby incorporated by reference and, along with the attached Appendix in which officials and employees are designated and disclosure categories are set forth, constitute the

Conflict of Interest Code of Ben Lomond Fire Protection District (hereinafter “District”).

2. Pursuant to Section 18730(b)(4)(B) of the Code of Regulations, all designated employees shall file statements of economic interest with the Secretary of the District, who shall be the official filing officer.
3. As provided in Government Code Section 82011, the code reviewing body is the Santa Cruz County Board of Supervisors.
4. Subsequent amendments to Title 2 California Code of Regulations Section 18730 duly adopted by the Fair Political Practices Commission, after public notice and hearings, are also incorporated by reference unless the Board of Directors of the District, within 90 days after the date on which an amendment to Section 18730 becomes effective, adopts a resolution providing that the amendment is not to be incorporated into this Code.

BEN LOMOND FIRE PROTECTION DISTRICT

LIST OF DESIGNATED EMPLOYEES AND DISCLOSURE CATEGORIES FOR CONFLICT OF INTEREST CODE

Each person holding any position listed below must file statements disclosing the kinds of financial interest shown for the employee's position. Statements must be filed at the times and on the forms prescribed by law. Failure to file statements on time may result in penalties including but not limited to fines.

<u>Designated Positions*</u>	<u>Disclosure Category</u>
Attorney	1, 2, 3, 4
Consultants**	1, 2, 3, 4

* It has been determined that the positions listed below manage public investments and will file statement of economic interests pursuant to Government Code Section 87200:

Directors
Chief

** 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 limitation:

The Board 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. Such determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

Nothing herein excuses any consultant from any other provisions of this Conflict of Interest Code, specifically those dealing with disqualification.

DESCRIPTION OF DISCLOSURE CATEGORIES

Category 1. Investments

A designated employee assigned to Category 1 is required to disclose investments that may be materially affected by any decision made or participated in by the designated employee. The employee should complete the appropriate schedules of Form 700 for investments.

Category 2. Interests in Real Property

A designated employee assigned to Category 2 is required to disclose interests in real property that may be materially affected by any decision made or participated in by the designated employee. The employee should complete the appropriate schedule of Form 700 for interests in real property.

Category 3. Income

A designated employee assigned to Category 3 is required to disclose income that may be materially affected by any decision made or participated in by the designated employee. The employee should complete the appropriate schedules of Form 700 for income.

Category 4. Business Positions

A designated employee assigned to Category 4 is required to disclose any business entity in which the designated employee is a director, officer, partner, trustee, employee or holds any position of management that may be materially affected by any decision made or participated in by the designated employee. The employee should complete the appropriate schedules of Form 700 for business positions.