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COUNTY OF NEVADA

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November 1, 2018

Honorable Board of Supervisors
Eric Rood Administrative Center
950 Maidu Avenue
Nevada City, CA 95959

DATE OF MEETING: November 13, 2018

SUBJECT: Introduce and Waive Further Reading of An Ordinance Amending Appendix I of Section A-II 22.3 of Article 22 of Chapter II of the Nevada County Administrative Code Regarding the County's Conflict of Interest Code

RECOMMENDATION: Introduce and waive further reading of the attached Ordinance Amending Appendix I to Article 22 of Chapter II of the Nevada County Administrative Code regarding the County's Conflict of Interest Code

FUNDING: Not applicable

BACKGROUND: Under the California Political Reform Act (the "Act"), all public agencies are required to adopt a conflict-of-interest code. This Code lists County positions that make or participate in making governmental decisions and are therefore required to file annual Statements of Economic Interests (Form 700s). The Code also determines which financial interests must be disclosed. The Form 700 is a public document intended to alert public officials and members of the public to the types of financial interests (including investments, interests in real property, sources of income and business positions) that may create conflicts of interests or otherwise affect a public official's decision-making. The Act applies to both paid and volunteer positions.

Typically, any position that involves voting on matters, making recommendations directly to the Board, negotiating contracts, or making recommendations on purchases without substantive review must be included in the County's conflict of interest code. Government Code Section 87200 lists positions that do not have to be listed in our Code because they are automatically required to file a Form 700. The Board members, County Executive Officer, County Counsel, District Attorney, Treasurer-Tax Collector and all Planning Commissioners are required to file a Form 700 under Government Code Section 87200 and are simply listed in the County's Conflict of Interest Code for convenience. The County's Conflict of Interest Code covers everyone else,

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including all of our Board-appointed commissioners, mid- to level management employees and independent contractors.

State law requires the County to review, update and make corrections to this Code every two years, in even numbered years. This review is required to determine whether certain job classifications should be added or deleted from the list of covered positions, and whether the categories of disclosure for each position should be defined or assigned differently. Any changes must be approved by December 31, 2018.

Staff has completed its biennial review of the County's Conflict of Interest Code and recommends that the list of Designated Employees be updated to reflect the County's current organizational structure. The proposed ordinance adds, deletes and modifies position titles consistent with the County's personnel staffing resolutions and makes minor corrections to the current Code. The recommended changes are set forth in Appendix I to the attached ordinance.

Respectfully submitted,

Alison A. Barratt-Green
County Counsel

Attachments:

1. Proposed Ordinance Amending and Updating Appendix I
2. Appendix I to the County's Conflict of Interest Code with redlined changes