



Monterey County Board of Supervisors

Board Order

168 West Alisal Street,
1st Floor
Salinas, CA 93901
831.755.5066
www.co.monterey.ca.us

A motion was made by Supervisor John M. Phillips, seconded by Supervisor Luis A. Alejo to:

Adopt Resolution No.: 22-086

To approve the Conflict of Interest Code of Housing and Community Development of the County of Monterey (HCD).

PASSED AND ADOPTED on this 8th day of March 2022, by roll call vote:

AYES: Supervisors Alejo, Phillips, Lopez, Askew and Adams

NOES: None

ABSENT: None

(Government Code 54953)

I, Valerie Ralph, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book 82 for the meeting March 8, 2022.

Date: March 11, 2022

File ID: RES 22-065

Agenda Item No.: 40

Valerie Ralph, Clerk of the Board of Supervisors
County of Monterey, State of California

Julian Lorenzana, Deputy

**CONFLICT OF INTEREST CODE OF
HOUSING AND COMMUNITY DEVELOPMENT
OF THE COUNTY OF MONTEREY**

The Political Reform Act of 1974, (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, section 18730 of Title 2 of the California Code of Regulations, which contains the terms of a standard conflict of interest code that can be incorporated by reference in a County Department's code. After public notice and hearing, the Fair Political Practices Commission may amend the standard code to conform to amendments of the Political Reform Act. Therefore, the terms of section 18730 of title 2 of the California Code of Regulations and any amendments to it duly adopted by the Fair Political Practices Commission, together with the attached Appendices designating positions and establishing disclosure categories, are hereby incorporated by reference and together constitute the Conflict of Interest Code of Housing and Community Development of the County of Monterey.

Individuals holding designated positions shall file their statement of economic interests with Housing and Community Development of the County of Monterey, which will make the statements available for public inspection and reproduction pursuant to Government Code section 81008. Upon receipt of the statements for the Housing and Community Development Director, Chief of Planning, and Chief of Building of Housing and Community Development shall make and retain copies and forward the original of the statements to the code reviewing body. Statements for all other designated positions shall be retained by the Agency.

Attachments: Appendix A: Designated Positions
Appendix B: Disclosure Categories

Adopted:

APPENDIX A: DESIGNATED POSITIONS

Designated Positions

Assigned Disclosure Category

Accountant I, II, III	1
Administrative Secretary Confidential	1
Administrative Services Assistant	1
Airport Land Use Commission	1
Assistant Planner	1
Associate Hydrologist	1
Associate Planner	1
Accounting Technician	1
Assistant Engineer	1
Assistant Housing and Community Development Director	1
Associate Personnel Analyst	1
Building Inspector, I, II	1
Building Plans Examiner	
Building Services Manager	1
Code Compliance Inspector I, II, III	1
Development Services Chief of Building	1
Planning Services Chief of Planning	1
Civil Engineer	1
Engineering Aide I, II, III	1
Engineering Technician	1
Finance Manager I, II, III	1
Housing Program Manager	1
Housing and Community Development Director	1
Housing Project Analyst I, II, III	1
Management Analyst I, II, III	1
Management Specialist	1
Permit Center Manager	1
Permit Technician I, II, III	1
Principal Planner	1
Project Manager I, II, III	1
Safety Coordinator/Investigator	1

Senior Building Inspector	1
Senior Civil Engineer	1
Senior Code Compliance Inspector	1
Senior Personnel Analyst	1
Senior Planner	1
Senior Water Resources Hydrologist	1
Special Events Manager	1
Supervising Planner	1
Water Resources Hydrologist	1
Water Resources Technician	1
Members of Monterey County Planning Commission ¹	1
Consultant ²	1

¹ No disclosure obligations are established by this Code for the Members of the Monterey County Planning Commission and the Airport Land Use Commission, who are required to file economic disclosure statements as provided in Government Code section 87200, et seq. Such officers are covered by this Code for disqualification purposes only. (See 2 Cal. Code of Regs. § 18730, subd. (b)(3)).

² Consultants are included in the list of designated positions. For purposes of this Code, "consultant" has the same meaning as set forth in 2 Cal. Code Regs., tit. 2, section 18700.3(a). Consultants to Housing and Community Development of the County of Monterey shall be subject to disclosure under Category 1, subject to the following limitation:

The Housing and Community Development Director may determine in writing that a particular consultant, although a "designated employee," 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 of Category 1. In such cases, the Housing and Community Development Director may designate a different disclosure requirement. Such designation must be made in writing and shall include a description of the consultant's duties and, based upon that description, a statement of the extent of the consultant's disclosure requirements. Such determination by the Housing and Community Development Director's is a public record that shall be retained for public inspection in the same manner and location as the Department's Conflict of Interest Code.

APPENDIX B: DISCLOSURE CATEGORIES

General Provisions Applicable to All Categories

When an individual who holds a designated position is required to disclose investments and sources of income, he or she shall disclose investments in business entities and sources of income which do business in the jurisdiction, plan to do business in the jurisdiction, or have done business in the jurisdiction within the past two years. In addition to other activities, a business entity is doing business within the jurisdiction if it owns real property within the jurisdiction.

When an individual who holds a designated position is required to disclose sources of income, he or she shall include gifts received from donors located inside as well as outside the jurisdiction.

When an individual who holds a designated position is required to disclose interests in real property, he or she shall disclose the type of real property described below if it is located within the jurisdiction, or not more than two miles outside the boundaries of the jurisdiction, or within two miles of any land owned or used by Agency.

When an individual who holds a designated position is required to disclose business position, he or she shall disclose positions in business entities that do business in the jurisdiction, plan to do business in the jurisdiction, or have done business in the jurisdiction within the past two years.

For purposes of this Conflict of Interest Code, the jurisdiction of Housing and Community Development of the County of Monterey is the County of Monterey.

Category 1

A designated position in this category must report all investments, business positions, interests in real property, and sources of income, including gifts, loans, and travel payments.