



## 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 Luis A. Alejo, seconded by Supervisor John M. Phillips to:

**Adopt Resolution No.: 22-073**

Approving the Conflict of Interest Code of the Public Works, Facilities, & Parks Department of the County of Monterey (PWFP).

PASSED AND ADOPTED on this 1<sup>st</sup> 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 1, 2022.

Date Revised: March 29, 2022

File ID: 22-183

Agenda Item No.: 83

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

Julian Lorenzana, Deputy

**CONFLICT OF INTEREST CODE  
OF THE  
PUBLIC WORKS, FACILITIES, & PARKS DEPARTMENT 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 the Public Works, Facilities, & Parks Department of the County of Monterey.

Individuals holding designated positions shall file their statement of economic interests with the Public Works, Facilities, & Parks Department 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 Public Works, Facilities, & Parks Department Director, Assistant Director of Public Works, Facilities, & Parks Department, Chief of Parks, Chief of Facilities, and Chief of Surveys, of the Public Works, Facilities, & Parks Department 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 Operations Manager	1
Administrative Services Assistant	1
Architectural Services Manager	1
Assistant Bridge Superintendent	1
Assistant Engineer	1
Assistant Public Works Director of Public Works, Facilities and Parks	1
Assistant Road Superintendent	1
Associate Personnel Analyst	1
Bridge Maintenance Worker	1
Bridge Superintendent	1
Building Inspector II	1
Building Inspector Supervisor	1
Building Maintenance Supervisor	1
Building Maintenance Worker	1
Capital Improvement Project Manager	1
Chief of Parks	1
Chief Of Public Works	1
Chief Of Facilities	1
Chief Of Surveys	1
Civil Engineer	1
County Park Ranger II	1
County Park Ranger III	1
County Park Ranger Manager	1
County Park Ranger Supervisor	1
Engineering Technician	1
Finance Manager I, II, III	1
GIS Analyst II	1
Grounds Supervisor	1
Historic & Cultural Affairs Manager	1

Maintenance Manager	1
Management Analyst I, II, III	1
Parks Building & Grounds Worker Supervisor	1
Parks Planning Manager	1
Parks Utilities & Water Systems Specialist	1
Project Manager I, II, III	1
Range Master	1
Range Aide	1
Real Property Specialist	1
Road Maintenance Superintendent	1
Road Superintendent	1
Safety Coordinator/Investigator	1
Senior Civil Engineer	1
Senior Personnel Analyst	1
Senior Water Resources Hydrologist	1
Special Events Manager	1
Traffic Engineer	1
Traffic Maintenance Superintendent	1
Water Resources Hydrologist	1
Members Monterey County Parks Commission <sup>1</sup>	1
Consultant <sup>2</sup>	1

<sup>1</sup> No disclosure obligations are established by this Code for the Members of the Monterey County Parks 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)).

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 the Public Works, Facilities, & Parks Department of the County of Monterey shall be subject to disclosure under Category 1, subject to the following limitation:

The Public Works, Facilities, & Parks 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 Public Works, Facilities, & Parks 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 Public Works, Facilities, & Parks Director 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 the Public Works, Facilities, & Parks Department 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.