



# County of Monterey

**Item No.**

## Board Report

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

**Legistar File Number: RES 25-165**

**December 09, 2025**

**Introduced:** 11/6/2025

**Current Status:** Agenda Ready

**Version:** 1

**Matter Type:** BoS Resolution

Adopt a Resolution approving the amended Conflict of Interest Code of the County Administrative Office.

### RECOMMENDATION:

It is recommended that the Board of Supervisors, as the code reviewing body, approve the amended Conflict of Interest Code of the County Administrative Office.

### SUMMARY:

The County Administrative Office (CAO) has amended its Conflict of Interest (COI) Code, as required by Government Code, section 87306.5, to reflect changes in its designated positions. These include removal of the Buyer I, Buyer II, Emergency Services Manager, Emergency Services Planner, Program Manager I, and Program Manager II positions and the addition of the Senior Deputy Contracts and Procurement Officer, Deputy Contracts and Procurement Officer I, and Deputy Contracts and Procurement Officer II positions, and the retitling of the Contracts and Purchasing Officer position to Chief Contracts and Procurement Officer.

### DISCUSSION:

Amendments to local agency COI Codes are authorized by section 87306 of the Government Code whenever changes are required by changed circumstances, by creation or deletion of designated positions, or by changes in the duty of such positions. The proposed COI Code of the County Administrative Office, as amended, is lawful under the Political Reform Act of 1974.

Pursuant to sections 82011 and 87303 of the Government Code, the Board of Supervisors is the code reviewing body and may (1) approve the COI Code amendment as submitted, (2) revise the proposed COI Code amendment, (3) approve the COI Code amendment as revised, and/or (4) return the proposed COI Code to the agency for revision and resubmission.

For the Board's reference, the draft resolution is attached to this report as Attachment A, a clean version of the proposed amended COI code is included as Attachment B, and a redline copy of the proposed amended COI code is included as Attachment C.

### OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed and approved the amended COI Code as to form.

FINANCING:

The approval of this requested COI Code amendment will have no financial impact upon the County.

BOARD OF SUPERVISORS STRATEGIC PLAN GOALS:

- ☐ Well-Being and Quality of Life
- ☐ Sustainable Infrastructure for the Present and Future
- ☐ Safe and Resilient Communities
- ☐ Diverse and Thriving Economy

☒ Administrative: This recommendation enhances transparency and accountability in reporting designated positions and their duties, as mandated by Government Code section 87306.5

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Approved by: Sonia M. De La Rosa, County Administrative Officer

- Attachments:
- A) Resolution;
  - B) Conflict of Interest Code of the CAO - clean version; and,
  - C) Conflict of Interest Code of the CAO - redline version