

RANCHO ADOBE FIRE PROTECTION DISTRICT CONFLICT OF INTEREST

POLICY TITLE: Conflict of Interest
POLICY NUMBER: 1020

1020.10 Purpose The Political Reform Act, Government Code §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, 2 Cal. Code of Regs. §18730, which contains the terms of a standard conflict of interest code. It can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act.

1020.20 Policy

1020.21 The terms of 2 Cal. Code of Regs. §18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the attached Appendices A & B in which members of the Board of Directors and employees are designated, and in which disclosure categories are set forth, constitute the conflict of interest code of the Rancho Adobe Fire Protection District.

1020.22 Pursuant to Government Code §87306.5 this conflict of interest code shall be reviewed and updated every two years. Each such update and revision shall be reflected in new Appendices A and B which are hereby incorporated herein by reference as so amended.

1020.30 Statements Designated employees shall file statements of economic interests with the Clerk of the County of Sonoma.

Conflict of Interest

Approved by Chief: n/a

Adopted by Board: 10/17/01 revised 7/11/06

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APPENDIX A

RANCHO ADOBE FIRE PROTECTION DISTRICT CONFLICT OF INTEREST CODE

DESIGNATED EMPLOYEE POSITIONS

<u>POSITIONS</u>	<u>DISCLOSURE CATEGORY</u> from Appendix B
1. DIRECTORS	1, 2, 3, 4
2. FIRE CHIEF	1, 2, 3, 4
3. CLERK OF THE BOARD	1, 2, 3, 4
4. DIVISION CHIEF — FIRE PREVENTION	1, 2, 3, 4
5. CONSULTANTS	1, 2, 3, 4
6. DIVISION CHIEF — OPERATIONS	1, 2, 3, 4
7. BATTALION CHIEFS	1, 2, 3, 4
8. FISCAL OFFICER	1, 2, 3, 4
9. ADMINISTRATIVE MANAGER	1, 2, 3, 4

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 executive officer 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. The executive officer’s determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

Most recent revision: July, 2006

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Approved by Chief: n/a

Adopted by Board: 10/17/01 revised 7/11/06

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APPENDIX B

RANCHO ADOBE FIRE PROTECTION DISTRICT CONFLICT OF INTEREST CODE

DISCLOSURE CATEGORIES

1. Designated employees whose duties are broad and indefinable:

All sources of income, interest in real property, and investments and business positions in business entities.
2. Designated employees who duties involve contracting or purchasing:

Investments and business positions in business entities, and sources of income, which provide services, supplies, materials, machinery or equipment of the type utilized by the District.
3. Agencies with regulatory powers:

All investments and business positions in business entities, and sources of income, which are subject to the regulatory, permit or license authority of the District.
4. Designated employees whose decisions may affect real property interests:

Investments and business positions in business entities, and sources of income, which engage in land development, construction or the acquisition or sale of real property, and all interests in real property.

Most recent revision: July, 2006

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Approved by Chief: n/a

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