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May 7, 2018

8000100

Clerk of the Board of Supervisors
 Attn: Conflict of Interest
 1600 Pacific Highway Rm 402
 San Diego, CA 92101

MEMBER AGENCIES

- Cities of
- Carlsbad
- Chula Vista
- Coronado
- Del Mar
- El Cajon
- Encinitas
- Escondido
- Imperial Beach
- La Mesa
- Lemon Grove
- National City
- Oceanside
- Poway
- San Diego
- San Marcos
- Santee
- Solana Beach
- Vista
- and
- County of San Diego

ADVISORY MEMBERS

- Imperial County
- California Department of Transportation
- Metropolitan Transit System
- North County Transit District
- United States Department of Defense
- San Diego Unified Port District
- San Diego County Water Authority
- Southern California Tribal Chairmen's Association

Mexico

Dear Clerk of the Board of Supervisors:

SUBJECT: Conflict of Interest Code Amendment

At their March 23, 2018, meeting, the SANDAG Board of Directors approved amendments to our Conflict of Interest (COI) Code. I've attached a copy of the staff report, voting slide, meeting minutes, redlined COI Code, and final COI code.

This letter is a request to process and approve SANDAG's recent COI Code amendment.

Thank you for your time, and please let me know if you require additional information

Sincerely,

MICHELLE POSADA
 Executive Assistant/Clerk of the Board

MPO

Attachments

Approved and/or authorized by the Board of Supervisors of the County of San Diego.	
Meeting Date: 6/26/18	Minute Order No. 11
By: C. Ricks	Date: 6/29/18
Deputy Clerk of the Board Supervisors	



CONFLICT OF INTEREST CODE

The Political Reform Act, Government Code Sections 81000, et seq., requires SANDAG to adopt and promulgate a Conflict of Interest Code. The Fair Political Practices Commission has adopted a regulation, 2 Cal. Code of Regs. Section 18730, which contains the terms of a standard model Conflict of Interest Code, which can be incorporated by reference, and which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings. Therefore, the terms of 2 Cal. Code of Regs. Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission along with the attached Appendices in which officials, consultants and employees are designated and disclosure categories are set forth, are hereby incorporated by reference and constitute the Conflict of Interest Code of SANDAG.

The persons holding positions listed in the Appendix are designated employees, consultants, or officials. It has been determined that these persons make or participate in the making of decisions that may foreseeably have a material effect on financial interests. Designated persons shall file statements of economic interests with SANDAG when assuming or leaving their position and annually while holding the position. SANDAG will make the statements available for public inspection and reproduction (Gov. Code Section 81008). Statements for all designated employees will be retained by SANDAG and provided to the Code Reviewing Body, the County of San Diego.

APPENDIX A

Table 1

Designated Positions	Disclosure Categories (see Appendix B)
Members and alternate members of the Board of Directors	1, 2, 4
Members and alternate members of the Policy Advisory Committees	1, 2, 4
Members and alternate members of committees or working groups making decisions influencing expenditure of public funds	1, 2, 4
Account Executive (I, II, Associate)	3, 4
Accountant (I, II, Associate, Senior)	3, 4
Administrative Analyst (I, II, Associate, Senior)	3, 4
Administrative Office Specialist	3, 4
Borders Program Manager	3, 4
Business Analyst (I, II, Associate, Senior, Principal)	3, 4
Business Services Manager	2, 4
Business Services Supervisor	2, 4
Capital Development Project Manager	1, 3, 4
Chief Deputy Executive Director	1, 2, 4
Chief Economist	2, 4
Communications Manager	3, 4
Contracts and Procurement Analyst (I, II, Associate, Senior)	1, 2, 4
Counsel (Legal I, II; Associate Legal; Senior Legal; Deputy General; Special; General)	1, 2, 4
Creative Services Manager	3, 4
Customer Service Manager	3, 4
Customer Service Supervisor	3, 4
Department Director	1, 2, 4
Division Director	1, 2, 4
Document Processing Specialist III	3, 4
Economic Research Analyst (I, II, Associate, Senior)	3, 4

Designated Positions	Disclosure Categories (see Appendix B)
Engineer (I, II, Associate, Senior, Principal)	1, 3, 4
Executive Assistant/Clerk of the Board	1, 2, 4
Executive Director	1, 2, 4
Facilities/Maintenance Coordinator	3, 4
Finance Manager	1, 2, 4
Financial Analyst (I, II, Associate)	3, 4
Financial Programming Manager	1, 2, 4
GIS Analyst (I, II, Associate, Senior)	3, 4
Goods Movement Policy Manager	1, 3, 4
Government Relations Analyst (I, II, Associate, Senior, Principal)	1, 2, 4
Human Resources Analyst (I, II, Associate, Senior)	3, 4
Independent Performance Auditor	1, 2, 4
Information Systems Manager	3, 4
Information Systems Analyst (I, II, Associate, Senior)	3, 4
Information Systems Specialist (I, II, III)	3, 4
Landscape Maintenance Supervisor	3, 4
Maintenance and Facilities Supervisor	3, 4
Maintenance Field Technician (Senior)	3, 4
Management Internal Auditor (Senior, Principal)	1, 2, 4
Manager of Contracts and Procurement	1, 2, 4
Manager of Financial Programming and Project Control	1, 2, 4
Manager of Human Resources	3, 4
Manager of Software Development Solutions	3, 4
Manager of Transportation Analysis and Modeling	3, 4
Manager of Small Business Development	2, 4
Marketing Analyst (I, II, Associate, Senior)	3, 4
Office Administrator	3, 4

Designated Positions	Disclosure Categories (see Appendix B)
Office Services Specialist (II, III)	3, 4
Paralegal	1, 2, 4
Principal Technology Program Manager	3, 4
Senior Budget Program Analyst	2, 4
Senior Financial Programming and Project Control Analyst	1, 2, 4
Strategic Advisor (Executive, Principal)	1, 2, 4
Programmer Analyst (I, II, Associate, Senior)	3, 4
Project Control Manager	1, 2, 4
Project Coordinator	3, 4
Project Development Program Manager	1, 2, 4
Public Communications Officer (I, II, Associate, Senior)	3, 4
Regional Planner (I, II, Associate, Senior, Principal)	1, 3, 4
Research Analyst (I, II, Associate, Senior, Principal)	3, 4
Researcher and Modeler (I, II, Associate, Senior, Principal)	3, 4
Senior Risk Program Analyst	3, 4
Roadway Operations Manager	3, 4
Systems Engineer (I, II, Associate Senior)	3, 4
Technology Program Analyst (I, II, Associate, Senior)	3, 4
Toll Operations Supervisor	3, 4

Pursuant to California Government Code Section 82019, SANDAG consultants who pursuant to a contract with SANDAG, perform the same functions that would otherwise be performed by the persons designated in Table 1 of this document; who manage public investments; who grant agency approval to a contract or to the specifications for such a contract; or who decide whether the policies, standards, or guidelines for SANDAG have been met, also are required to fill out and submit a disclosure of financial interests. Those consultants are required to report in accordance with the disclosure categories shown in Table 2. Consultants will be designated and informed of their obligation to file disclosures whenever any person who, in the opinion of SANDAG, may reasonably be expected to make, participate in making, or in any way attempt to use his/her position as a "consultant" to influence a governmental decision in which the person might reasonably be expected to have a financial interest or perform services that entail the making or participation in the making of decisions that may foreseeably have a material effect on any financial interest.

Table 2

Type of Consultant	Designated Position Title	Disclosure Categories (see Appendix B)
Bond Counsel	Consultant	2, 4
Disclosure Counsel	Consultant	2, 4
Lobbying	Consultant	1, 2, 4
Project Oversight	Consultant	1, 2, 4
Disadvantaged Business Enterprise Advisor	Consultant	2, 4
Labor Compliance Advisor	Consultant	2, 4
Financial Management Advisor	Consultant	1, 2, 4
Auditor	Consultant	1, 2, 4

Public Officials Who Manage Public Investments

The following positions also are listed below because the individuals holding these positions must file under Government Code Section 87200 as they are involved in the investment of public funds. These positions are listed here for informational purposes only:

Table 3

Public Official Description
Members and alternate members of the Board of Directors
Members and alternate members of the Policy Advisory Committees
Members and alternate members of committees or working groups making decisions influencing expenditure of public funds
Executive Director
Chief Deputy Executive Director
Director of Finance
General Counsel
Financial Management Consultant, Project Managers

APPENDIX B

When a designated person is required to disclose investment and sources of income, he or she need to disclose investments in business entities and sources of income that do business in SANDAG's jurisdiction, plan to do business in the jurisdiction, or have done business in the jurisdiction in 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. Persons designated in Appendix A shall disclose their financial interests pursuant to the appropriate disclosure categories described in the table below.

Table 4

Disclosure Category	Description
1	Interests in real property located within the jurisdiction or within two miles of the boundaries of the jurisdiction or within two miles of any land owned or used by SANDAG.
2	Investments and business positions in business entities, and income, including loans, gifts,* and travel payments, from sources that provide services, supplies, materials, machinery, or equipment of the type utilized by SANDAG.
3	Investments and business positions in business entities, and income, including loans, gifts,* and travel payments, from sources that provide services, supplies, materials, machinery, or equipment of the type utilized by the department or division to which the filer is assigned duties.
4	Investments and business positions in business entities, and income, including loans, gifts,* and travel payments, from sources that have filed a claim against SANDAG in the previous two years, or have a claim pending.

* Gifts with a value of less than \$50 aggregate per year are not reportable financial interests at SANDAG

Amended January 2010

Amended March 2012

Amended December 2013

Amended March 2015

Amended January 2016

Amended September 2016

Amended March 2018