

CAPISTRANO BAY DISTRICT  
AGENDA REPORT  
*December 4, 2012*

---

*Manager's Reports*

ITEM J.3

New Standardized Conflict of Interest Code

The Fair Political Practices Commission (FPPC) requires that all elected/appointed public decision-making persons, including Managers, Department Heads, Supervisors, etc. file a Statement of Economic Interest Form 700 (conflict of interest) each year disclosing their financial interests within the District, City or County they serve.

Additionally, all public agencies are required to maintain a current/continually updated Conflict of Interest Code. Over the years, these codes that have been individualized for agencies and as a result these documents vary substantially in their language and references to FPPC requirements (ours is a ridiculous 15 pages and we are among the smallest agencies in the county).

Counties are left with the daunting task each year of reviewing the multitude of individualized variations of codes – an extremely time-consuming effort and in many cases, the codes are not updated each year by agencies simply because there were no changes and over time we begin to forget all about this important disclosure requirement. As a result, updates to the code do not get adopted annually and the County loses track of who is complying regularly.

As a solution to get all agencies back on track and in general conformance with the FPPC regulations, the FPPC has created a standardized Conflict of Interest Code for agencies to adopt as a one-time procedure thus enabling each county to effectively provide the missing oversight on financial disclosure by their constituent agencies.

Adopting the standardized Conflict of Interest Code contained in the attached Resolution No. 12-04-12 also enables our disclosure filers (Directors and Manager) to file the annual Statement of Economic Interest Form 700 automatically online thus eliminating the annoying paperwork shuffle.

Yes, you will still have to file each year but the Form 700 is typically one page that takes about 3 minutes to complete, sign and date.