

CAPISTRANO BAY DISTRICT  
AGENDA REPORT  
January 28, 2014

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*Financial Reports*

**ITEM G.3**

Draft Financial Audit for Fiscal Year Ended June 30, 2013

The document is still in draft form and is not available to the public until reviewed by the Board of Directors. Draft copies will be at the Manager's desk during the Board meeting for anyone wishing to look over the report.

**ITEM G.4**

Annual Filing of Conflict of Interest Form 700 and Ethics Training

**FORM 700:**

All publicly elected officials and management employees of public agencies are required to file the Form 700 Statement of Economic Interest, due each year on April 1<sup>st</sup>. This form is commonly referred to as the *Conflict of Interest Form*.

The County of Orange maintains a website that allows directors to login and handle the annual filing electronically. All directors will receive a reminder email from the Orange County Registrar with login instructions.

**ETHICS TRAINING:**

In addition to the Form 700, directors and management are required by law to take a two-hour *Ethics* course every three years. The State maintains a website that allows public officials to participate in an online course and eliminates the previous requirement to attend a seminar to fulfill the obligation.

**ITEM G.5**

Draft Resolution Establishing Reserve Accounts

The proposed resolution is with the District's attorney for a review. As of Friday, January 24, Mr. Owen has not replied. This item may have to be carried over to the February meeting if there is no reply in time for this meeting. A draft of the original proposed resolution (without attorney review) is provided on the following page.