



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
Assessor-County Clerk-Recorder



**Date:** October 17, 2016  
**Board Meeting Date:** December 13, 2016  
**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Mark Church, Assessor-County Clerk-Recorder  
& Chief Elections Officer

**Subject:** Approval of Amendments to the Conflict of Interest Codes for San Mateo County Departments, School Districts, Special Districts, Boards and Commissions and other Public Agencies

**RECOMMENDATION:**

Adopt a resolution approving Amendments to the Conflict of Interest Codes for Select San Mateo County Departments, School Districts, Special Districts, Boards and Commissions and other Public Agencies.

**BACKGROUND:**

State law requires each local public agency to adopt a Conflict of Interest Code designating employees, members and consultants who must file annual conflict of interest statements. The Board of Supervisors, as the code-reviewing body for all local agencies in San Mateo County, except for cities and city agencies, must approve each such local agency's Conflict of Interest Code.

Every two years, state law requires the County Clerk to notify each local agency that the agency must review its Conflict of Interest Code to address any changed circumstances. If the agency determines that it needs to modify the code to add or delete a position or duties described, or any other changes or modifications, it must submit an amended Code to the Board of Supervisors for review and approval. Only amendments to the Conflict of Interest Code of a local agency are included here for the Board's review and approval.

**DISCUSSION:**

In the current review cycle, one district and one board have dissolved and one new district has been formed. On January 15, 2014, the Granada Sanitary District was reorganized and formed the Granada Community Services District (LAFCo Resolution

Nos. 1176 & 1185). In May 19, 2015, The Los Trancos County Water District (LTCWD) was dissolved and management of the district's assets was transferred to a newly created Los Trancos County Maintenance District. The newly formed Maintenance District does not require a Conflict of Interest Code. Later that same year, October 6, 2015, the County's Workforce Investment Board was dissolved and therefore no longer requires a Conflict of Interest Code (Resolution No. 074099).

The attached amendments reflect the changes to the Conflict of Interest Codes for agencies in the County. The Resolution approves the Conflict of Interest Code, as amended, for County Departments, School Districts, Special Districts, Agencies, and Boards and Commissions that have amended their respective codes.

County Counsel has reviewed and approved the resolution as to form.

Approval of this resolution contributes to the Shared Vision 2025 Outcome of a Responsive, Effective and Collaborative Community as County and local governments effectively communicate, collaborate and develop strategic approaches to issues affecting the entire County.

**FISCAL IMPACT:**

There is no fiscal impact.