



CONFLICT OF INTEREST CODE
of the
Kensington Police Protection & Community Services District
[Adopted October 13, 2022]

The Political Reform Act (Government Code Section 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 California Code of Regulations Section 18730) that contains the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendix A and B designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the Kensington Police Protection and Community Services District.

Individuals holding designated positions shall file their statements of economic interests with the **District**, which will make the statements available for public inspection and reproduction (Gov. Code Sec. 81008). All statements will be retained by the **District**.

The full text of Section 18730, together with any amendment thereto, may be found at:

www.fppc.ca.gov/the-law/fppc-regulations/regulations-index.html

Designated positions shall file annual statements of economic interests with the District. In the event that the designated position manages investments for the District, such official shall file the original of the statement with the Fair Political Practices Commission and file a copy with the District; all other designated positions shall file their statements with the District. The District shall retain said documents for the period required by applicable records retention regulations. Statements of Economic Interests are public records available for public inspection and reproduction.

APPENDIX "A"
DESIGNATED POSITIONS

The designated positions listed below are required to file Form 700 Statements of Economic Interests disclosing certain personal financial interests. These positions are required to file the applicable individual schedules to report investments, business positions, sources of income and interests in real property located in the District's jurisdiction. The applicable schedules to be filed for each position are based on the disclosure category assigned to the designated position.

Designated Positions	Disclosure Category
Board Member	1
General Manager	1
Employees with limited decision-making authority, such as purchasing, contracting for services, and/or making recommendations to the District Board or General Manager: <ul style="list-style-type: none"> • Chief of Police • Clerk of the Board • Finance Director • 	2
Consultant	3

EXHIBIT "B"
DISCLOSURE CATEGORIES:

Disclosure Category 1: Persons in this category shall disclose:

- A. Interests in real property located entirely or partly within District boundaries, or within two miles of District boundaries, or of any landed owned or used by the District.
- B. Investments or business positions in or income (including gifts, loans and travel payments) from sources that provide, plan to provide, or have provided in the last two years' facilities, goods, software, hardware, or services, including consulting services, to the District, or are engaged in the acquisition of real property within the District.

Disclosure Category 2: Persons in this category shall disclose:

- A. All investments, business positions in, and income (including gifts, loans, and travel payments) from sources that manufacture, sell or provide goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by the employee's designated department.

Disclosure Category 3:

- A. Consultants shall disclose pursuant to the broadest disclosure category in the conflict-of-interest code subject to the following limitation: the General Manager may determine in writing that a particular consultant is hired to perform a range of duties that is limited in scope and, thus, is not required to comply with the full disclosure requirements described above, but instead must comply with more tailored disclosure requirements specific to that consultant. Such a determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of the disclosure requirements.

History

1. Original submitted March 17, 1977; approved March 21, 1978
2. Amended December 19, 1978; approved December 19, 1979
3. General amendments; approved January 6, 1981
4. General amendments; approved August 16, 1983
5. General amendments; approved August 2, 1988
6. General amendments; approved March 27, 1990
7. General amendments; approved December 15, 1992
8. General amendments; approved July 19, 1994
9. General amendments; approved February 6, 1996
10. No amendments required 1996; submitted July 11, 1996
11. No amendments required 1998; submitted August 31, 1998
12. No amendments required 2000; submitted September 11, 2000
13. No amendments required 2002; submitted June 24, 2002
14. No amendments required 2004; submitted August 2, 2004
15. No amendments required 2006; submitted July 19, 2006
16. Code under review 2018; submitted February 7, 2019
17. Code amendments required 2020; submitted October 7, 2020;
18. Approved by County Board of Supervisors 02-09-2021
19. Code amendments required 2022; submitted 09-28-22
20. General amendments; approved October 13, 2022