

Yolo County Housing  
Yolo County, California

Meeting Date: December 11, 2024

To: County Counsel ✓  
Yolo County Housing ✓

10.

Adopt resolution amending the Yolo County Housing Conflict of Interest Code to update designated positions for filing Statements of Economic Interests.

Minute Order No. 24-29: Approved recommended action by **Resolution No. 24-08**.

MOTION BY: Early / SECONDED BY: Walters

AYES: Early, Vaitla, Vanderford, Vixie Sandy, Walters, Lansburgh.

NOES: None.

ABSENT: Vallecillo.

ABSTAIN: None.



**Yolo County Housing**  
**Meeting Date:** 12/11/2024  
**Prepared by:** Mindi Nunes

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**Information**

**Subject:**

Adopt resolution amending the Yolo County Housing Conflict of Interest Code to update designated positions for filing Statements of Economic Interests.

**From:**

Ian Evans, Executive Director

**Recommended Action**

Conduct Public Hearing and Approve a Resolution to Adopt the Agency's updated Conflict of Interest Code.

**Reason for Recommended Action/Background**

The Political Reform Act requires that Yolo County Housing periodically review and update its Conflict of Interest Code and make revisions based on changed circumstances. Since the date of the last revision, positions have been amended or deleted. The attached Resolution will make the necessary updates to address those changes. This revision will provide an accurate list of designated positions for the Yolo County Clerk to use in giving notice to persons in those designated positions required to file Statements of Economic Interests under Yolo County Housing's Conflict of Interest Code. Positions are reviewed annually to determine if there are any positions that have been amended, deleted or have modified responsibilities, including the need for any changes to the identified disclosure categories.

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**Fiscal Impact**

**Cost of Recommended Action:** 0.00  
**Amount Budgeted:** 0.00  
**Additional Expenditure Authority needed?:** N/A  
**Comments:**

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**Attachments**

Att. A. Resolution

**Form Review**

**Inbox**  
Ian Evans  
**Form Started By:** Mindi Nunes  
**Final Approval Date:** 11/20/2024

**Reviewed By**  
Ian Evans

**Date**  
11/20/2024 10:10 AM  
**Started On:** 10/25/2024 01:36 PM

**YOLO COUNTY HOUSING RESOLUTION NO. 24-08**

**(Resolution Approving Amendments to the Conflict of Interest Code)**

**WHEREAS**, the Political Reform Act, Government Code Section 81000 et seq., requires that conforming amendments be made to conflict of interest codes adopted and promulgated pursuant to its provisions; and

**WHEREAS**, the Fair Political Practices Commission has adopted a regulation, 2 Cal. Code of Regulations Section 18730, which contains the terms of a model conflict of interest code that can be incorporated by reference, and which the Fair Political Practices Commission periodically amends to conform to amendments to the Political Reform Act; and

**WHEREAS**, the Board of Commissioners ("Board") of the Housing Authority of the County of Yolo ("Yolo County Housing") previously adopted Resolutions No. 12-04, 14-11 and 22-01 incorporating the Fair Political Practices Commission's model conflict of interest code; and

**WHEREAS**, Yolo County Housing is required to review its Conflict of Interest Code on a periodic basis as required by the Political Reform Act; and

**WHEREAS**, this Board now desires to restate the provisions of Yolo County Housing's Conflict of Interest Code, particularly to make changes necessitated by changed circumstances such as the creation or elimination of positions and reassignment of duties.

**NOW, THEREFORE, BE IT RESOLVED** by the Housing Commission of the Housing Authority of the County of Yolo as follows:

1. Yolo County Housing adopts and incorporates by reference the provisions of Section 18730 of Title 2 of the California Code of Regulations and any amendments to it duly adopted by the Fair Political Practices Commission.
2. The attached conflict of interest code, together with the Appendix of Designated Positions (Appendix A) and the Appendix of Disclosure Categories (Appendix B) shall constitute the Conflict of Interest Code of Yolo County Housing.
3. Persons holding designated positions shall annually file statements of economic interests with the Yolo County Clerk.
4. Yolo County Housing's Conflict of Interest Code, including amendments made thereto, shall become effective upon the date of approval by the Yolo County Board of Supervisors, the code reviewing body.
5. All previously adopted resolutions establishing a conflict of interest code for Yolo County Housing are hereby rescinded.

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**PASSED AND ADOPTED**, by the Board of Commissioners of the Housing Authority of the County of Yolo, State of California, this 11th day of December, 2024 by the following vote:

**AYES: Early, Vaitla, Vanderford, Vixie Sandy, Walters, Lansburgh.**

**NOES: None.**

**ABSENT: Vallecillo.**

**ABSTAIN: None.**

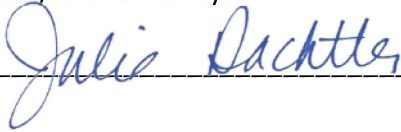


Richard Lansburgh, Chair  
Board of Commissioners of the Housing  
Authority of the County of Yolo

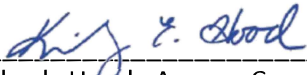
Attest:

Julie Dachtler, Clerk  
Board of Commissioners of the Housing  
Authority of the County of Yolo

By



Approved as to Form:



Kimberly Hood, Agency Counsel

## **Housing Authority of the County of Yolo**

### **CONFLICT OF INTEREST CODE**

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 (FPPC) 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 a public agency's code. After public notice and hearing, the standard code may be amended by the FPPC 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 FPPC are hereby incorporated by reference. This regulation and the attached Appendices, designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the Housing Authority of the County of Yolo, also known as Yolo County Housing ("Agency").

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

The requirements of this conflict of interest code are in addition to other requirements of the Political Reform Act, such as the general prohibition against conflicts of interest contained in Section 87100, and to other state or local laws pertaining to conflicts of interest.

**APPENDIX A  
DESIGNATED POSITIONS/EMPLOYEES**

**1. Statutory Filers – Government Code 87200**

Agency officials who manage public investments, as defined by 2 Cal. Code of Regs. §18700.3(b), must file disclosure statements under Government Code section 87200 et seq. and 2 Cal. Code of Regulations Section 18730(b)(3). These positions are listed here for informational purposes only. It has been determined that the positions listed below are officials who manage public investments.<sup>1</sup>

Member, Housing Commission
Chief Executive Officer
Deputy Director of Finance

**2. Designated Filers**

The Agency positions listed below constitute the list of designated positions, in addition to the Statutory Filers identified above, required by Yolo County Housing's Conflict of Interest Code (2 Cal. Code of Regulations Section 18730). The individual occupying each position is deemed to make, or participate in the making of, decisions which may foreseeably have a material effect on the financial interest of that individual. The individuals occupying the designated positions shall disclose their economic interests in accordance with the corresponding disclosure categories, defined in Appendix B (Disclosure Categories).

DESIGNATED POSITIONS	DISCLOSURE CATEGORY
Housing Programs Manager	1
Facilities and Maintenance Manager	1
Program Analyst	2
Manager I	2
Housing Program Supervisor	2

The Yolo County Clerk shall furnish to each Designated Position upon their appointment, annually and upon termination, a Form 700 - Statement of Economic Interest.

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<sup>1</sup> Individuals holding one of these positions may contact the FPPC for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The FPPC makes the final determination whether a position is covered by the Government Code Section 87200.

**APPENDIX B**  
**DISCLOSURE CATEGORIES FOR DESIGNATED POSITIONS**

**CATEGORY 1: Broad Responsibilities. Full Disclosure**

Persons in this category shall disclose all applicable investments, business positions, and sources of income, including gifts, loans and travel payments. Persons in this category shall further disclose applicable interests in real property located in the County of Yolo, within two miles of any real property that the Agency has an interest in, or within two miles of the boundaries of the County of Yolo.

**CATEGORY 2: Purchasing Responsibilities**

Persons in this category shall disclose all applicable investments, business positions, and income, including loans and gifts, from sources that provide services, supplies, materials, machinery, or equipment of the type used by Yolo County Housing.

**CATEGORY 3 - Consultants**

Consultants, as defined in 2 Cal. Code of Regulations Section 18700.3, shall disclose pursuant to Category 1 subject to the following limitation:

The Chief Executive Officer and/or the Deputy Director of Finance of Yolo County Housing may determine in writing that a particular consultant, although a "designated position", is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. Such determination shall be a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.