

RESOLUTION NO. 23-02-CHA

**A RESOLUTION OF THE CARSON HOUSING AUTHORITY,
CITY OF CARSON, CALIFORNIA, UPDATING AND REVISING
THE CONFLICT OF INTEREST CODE WHICH INCORPORATES
BY REFERENCE THE CONFLICT OF INTEREST CODE
PREPARED BY THE FAIR POLITICAL PRACTICES
COMMISSION**

THE BOARD OF THE CARSON HOUSING AUTHORITY, CITY OF CARSON, DOES HEREBY FIND, RESOLVE AND ORDER AS FOLLOWS:

Section 1. The Political Reform Act of 1974, California Government Code §§ 81000 *et seq.*, requires the Carson Housing Authority (“Authority”) to establish a Conflict of Interest Code.

Section 2. The Authority hereby determines that it is both necessary and appropriate to establish a Conflict of Interest Code and to list designated positions and to assign appropriate disclosure categories for those positions.

Section 3. The Fair Political Practices Commission has adopted a Model Conflict of Interest Code (the “Model Code”). The Model Code, which is codified at 2 California Code of Regulations § 18730, can be incorporated by reference by the Authority as the its conflict of interest code. That Model Code will be amended by the Fair Political Practices Commission from time to time to conform to any amendments to the Political Reform Act. The Model Code, attached hereto as Exhibit “A,” and any amendments to it that are duly adopted by the Fair Political Practices Commission; and Exhibit “B,” the Authority’s Conflict of Interest Code and Designated Positions and Disclosure Categories, are hereby incorporated by reference and shall constitute, and the same hereby is designated, the Conflict of Interest Code of the Authority.

Section 4. Incorporation by reference of the terms of the aforementioned Model Code and any future amendments to it in the Authority’s Conflict of Interest Code will save the Authority time and the expenditure of public funds by minimizing the actions required of the Authority Board to maintain conformity with the Political Reform Act.

Section 5. Pursuant to the provisions of California Government Code § 87311, officers, employees, members of the public, consultants, and residents of the jurisdiction were given due and proper notice and opportunity to present their views prior to adoption of this resolution.

Section 6. Persons holding designated positions shall file a Statement of Economic Interest (Form 700) pursuant to Sections 4 and 5 of the Conflict of Interest Code as set forth in Cal. Code of Regs. § 18730(b)(4) and (5).

Section 7. The Conflict of Interest Code adopted by this Authority Board on January 22, 2019, by Resolution No. 19-01-CHA is hereby repealed in its entirety.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2023.

Lula Davis-Holmes
Housing Authority Board Chair

ATTEST:

Dr. Khaleah K. Bradshaw
Housing Authority Secretary

APPROVED AS TO FORM:

Sunny K. Soltani
Housing Authority Attorney

EXHIBIT “A”

Model Conflict of Interest Code (2 California Code of Regulations Section 18730)

(Attached)

EXHIBIT “B”

Designated Positions and Disclosure Categories

(Attached)

CARSON HOUSING AUTHORITY

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 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 Appendices, designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the Carson Housing Authority ("Authority").

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

Appendix A

Designated Positions

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Authority Secretary	1, 2, 3, 4
Chief Deputy Authority Secretary	1, 2, 3, 4
Chief Deputy Authority Treasurer	1, 2, 3, 4
Director of Community Development	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12
Project Manager	1, 2, 4, 5, 6, 7, 8, 9, 10, 11, 12
Planning Manager	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12
Housing Analyst	1, 2, 3, 4, 5, 6, 7, 8, 9
Assistant Authority Attorney	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12

NOTE: The Authority Board, Executive Director, Authority Attorney, and Authority Treasurer shall make the same disclosures and submit the same disclosure statements as those required for the Carson City Council, Carson City Manager, Carson City Attorney, and Carson City Treasurer, respectively, pursuant to California Government Code §§ 87200 *et seq.*.

Consultants shall be included in the list of Designated Positions and shall disclose pursuant to the broadest disclosure category in this Code subject to the following limitation:

The Executive Director may determine in writing that a particular consultant, although a “designated position,” is hired to perform a range of duties that are 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 on that description, a statement of the extent of disclosure requirements. The Executive Director’s determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code. A copy of this determination shall be filed with the Authority Secretary and a copy forwarded to the Housing Authority Board.

Appendix B

Disclosure Categories

1. Reportable interests in real property in the jurisdiction (FPPC Form 700, Schedule B).
2. Reportable income and business positions (FPPC Form 700, Schedule C Income other than gifts and travel payments, and business positions).
3. Reportable investments - (FPPC Form 700 Schedules A-1 and A-2).
4. Reportable gifts and travel gifts (FPPC Form 700, Schedules D and E).
5. Reportable income from persons and business entities and business positions in business entities providing or receiving, that plan to provide or have applied to receive, or that have provided or received within two years from the time a Statement is required pursuant to this Conflict of Interest Code, services or supplies for the rehabilitation or construction or residential property under programs administered by the Carson Housing Authority or the City of Carson (FPPC Form 700, Schedule C).
6. Reportable investments in business entities providing or receiving, that plan to provide or have applied to receive, or that have provided or received within two years from the time a Statement is required pursuant to this Conflict of Interest Code, services or supplies for the rehabilitation or construction of residential property under programs administered by the Carson Housing Authority or the City of Carson (FPPC Form 700, Schedules A-1 and A-2).
7. Reportable gifts from persons and business entities providing or receiving, that plan to provide or have applied to receive, or that have provided or received within two years from the time a Statement is required pursuant to this Conflict of Interest Code, services or supplies for the rehabilitation or construction of residential property under programs administered by the Carson Housing Authority or the City of Carson (FPPC Form 700, Schedules D and E).
8. Reportable income from persons and business entities and business positions in business entities providing, that plan to provide, or that have provided within two years from the time a Statement is required under this Conflict of Interest Code, services, supplies or materials to the Carson Housing Authority or the City of Carson (FPPC Form 700 Schedule C).
9. Reportable investments in business entities providing, that plan to provide, or that have provided within two years from the time a Statement is required under this Conflict of Interest Code, services, supplies or materials to the Carson Housing Authority or the City of Carson (Form 700, Schedules A-1 and A-2).
10. Reportable income from persons and business entities and business positions in

business entities having an interest in real property in the jurisdiction or that provide, plan to provide, or have provided within two years prior to the time a Statement is required under this Conflict of Interest Code, services within the jurisdiction subject to the inspection, review or approval of the Carson Housing Authority or the City of Carson (FPPC Form 700 Schedule C).

11. Reportable investments in any business entities having an interest in real property in the jurisdiction or that provide, plan to provide, or have provided within two years prior to the time a Statement is required under this Conflict of Interest Code, services within the jurisdiction subject to the inspection, approval or review of the Carson Housing Authority or the City of Carson (FPPC Form 700, Schedules A-1 and A-2).
12. Reportable gifts from persons and business entities having an interest in real property in the jurisdiction or that provide, plan to provide, or have provided within two years prior to the time a Statement is required under this Conflict of Interest Code, services within the jurisdiction subject to the inspection, review or approval of the Carson Housing Authority or the City of Carson (FPPC Form 700, Schedules D and E).