

Conflict of Interest Code
of the

COMMUNITY DEVELOPMENT COMMISSION/HOUSING AUTHORITY

Incorporation of FPPC Regulation 18730
(2 California Code of Regulations, Section 18730) by Reference

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 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it 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 into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Commissioner Members and the Executive Director and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

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EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose a residence, such as a home or vacation cabin, used exclusively as a personal residence; however, a residence in which a person rents out a room or for which a person claims a business deduction may be reportable.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income (including gifts, loans and travel payments) and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from:

Business entities or persons that are subject to inspection or enforcement action by the designated positions in their capacity as employees of the Commission/Housing Authority.

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EXHIBIT "A" (Continued)

CATEGORY 6

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from:

Business entities that are subject to inspection or enforcement action by the designated positions in their capacity as employees of the Commission/Housing Authority under provisions of the California Vehicle Code Section 11205.

CATEGORY 7

Persons in this category shall disclose all income (including gifts, loans and travel payments), from investments and business positions with any employee of the authority, any agent or employee association representing any such employee, and business positions or income (including gifts, loans and travel payments) from any entity owned or controlled by such employee or any employee's spouse or other financial dependent.

CATEGORY 8

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency. (See footnote in Exhibit "B" for clarification.)

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EXHIBIT "B"

<u>DESIGNATED POSITIONS</u>	<u>DISCLOSURE CATEGORIES</u>
Commissioner	1, 2, 3
Executive Director	1, 2, 3
Assistant Executive Director	1, 2, 3
Deputy Executive Director	1, 2, 3
Director, Admin. Services	1, 2, 3
Director, Assisted Housing Division	1, 2, 3
Director, Community Development Block Grant	1, 2, 3
Assistant Director, Construction Management	4, 5
Assistant Director, Housing Management	1, 2, 3
Assistant Director, Economic and Housing Development	1, 2, 3
Director, Financial Management	1, 2, 3
Director, Economic and Housing Development	1, 4, 5
Director, Housing Management	1, 2, 3
Assistant Director, Assisted Housing	1, 2, 3
Manager, Executive Office of Budget	4
Manager, Admin. Services/Central Services	1, 2, 3
Manager, Admin. Services/Human Resources	2, 3
Manager, Admin. Services/IT	4
Manager, Assisted Housing Division	1, 2, 3
Manager, Community Development Block Grant	1, 2, 3
Manager, Construction Management	4, 5

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EXHIBIT "B" (Cont'd)

<u>DESIGNATED POSITIONS</u>	<u>DISCLOSURE CATEGORIES</u>
Manager, Economic and Housing Development	1, 4, 5
Manager, Housing Management	2, 3
Fraud Investigator-Consultant	5
Accountant IV-Investments Supervisor, Financial Management	2, 3
Growing Experience Program Coordinator	4
Risk Manager	1, 2, 3
Employee Benefit Officer	4
Risk Management Analyst	4
Maintenance Superintendent, HM	4
Maintenance Scheduler	4
Maintenance Supervisor	4
Senior Architect	5
A & D Supervisor	5
Unit Supervisor	5
Inspection Supervisor	5
Labor Compliance Supervisor	5
Labor Compliance Monitor	5
Assistant Manager, Economic and Housing Development	1, 4, 5
Purchasing Analyst	4
Print Shop Supervisor	4
Admin. Services/Information Technology Information Systems V – Supervisor	4

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EXHIBIT "B" (Cont'd)

<u>DESIGNATED POSITIONS</u>	<u>DISCLOSURE CATEGORIES</u>
Admin. Services/Information Technology Information Systems III – Supervisor	4
Admin. Services/Information Technology-Procurement Analyst	4
Admin. Services/Information Technology Applications V Supervisor	4
Admin. Services/Information Technology Analyst	4
Department Information Security Officer	4
Program Director, Office of Community and Educational Partnership	4, 8
Traffic Violators School Monitoring, Development Specialist III	6
Traffic Violators School Monitoring Program Director	6
Traffic Violators School Monitoring Program Specialist III	6
Traffic Violators School Monitoring Program Specialist II	6
Traffic Violators School Monitoring Monitor	6
Analyst II, Traffic Violators School Monitoring	6
Contract and Procurement Supervisor	4
Procurement Specialist	4
Emergency and Security Coordinator	4
Development Specialist V	1, 4, 5
Consultant, Economic and Housing Development	1, 4, 5
Procurement Analyst, Housing Management	4
Modernization Analyst, Housing Management	4

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EXHIBIT “B” (Cont’d)

<u>DESIGNATED POSITIONS</u>	<u>DISCLOSURE CATEGORIES</u>
Security Coordinator, Housing Management	4
Supervisor of Compliance and Grants, Assisted Housing	4
Legislative Analyst, Assisted Housing	4
Employee Relations Officer	7
Consultants/New Positions*	8

* Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Executive Director or his or her designee may determine in writing that a particular consultant or new position, 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 disclosure requirements in this section. Such written determination shall include a description of the consultant’s or new position’s duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director or his or her designee’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. (Gov. Code Section 81008.)

EFFECTIVE DATE: 05-31-2017