

CONFLICT OF INTEREST CODE

PENINSULA TRAFFIC CONGESTION RELIEF ALLIANCE

Adopted on the 6th day of September 2000
by Resolution 2000-2

Amended on the 21st day of October 2010
by Resolution 2010-02

Amended on the 15th day of November 2018
by Resolution 2018-___

The Political Reform Act, Government Code Sections 81000 et seq., requires state and local government agencies to adopt and promulgate Conflict of Interest Codes. The California Fair Political Practices Commission has adopted a regulation, Section 18730 of Title 2 of the California Code of Regulations, which contains the terms of a standard Conflict of Interest Code. It can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act. Therefore, the terms of Section 18730 of Title 2 of California Code of Regulations and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the attached Appendix in which members and employees are designated and disclosure categories are set forth, constitute the Conflict of Interest Code of the Peninsula Traffic Congestion Relief Alliance (Commute.org).

Individuals holding designated positions shall file statements of economic interests with Commute.org, which will make the statements available for public inspection and reproduction. (Cal. Gov't Code Section 81008). Upon receipt of the statements of all designated officials and employees, Commute.org shall make and retain a copy and forward the original of these statements to the County of San Mateo Clerk of the Board of Supervisors, which shall be the filing officer.

APPENDIX A: DESIGNATED POSITIONS

Designated Positions

Disclosure Categories

Supervisory Committee Member	1, 2, 3, 4
Attorney	1, 2, 3, 4
Commuter Programs Manager	5, 6, 7
Shuttle Programs Manager	5, 6, 7
Employer Programs Manager	5, 6, 7
Consultants/New Positions	*

*Consultants/New Positions are included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the 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 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. 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.

Officials Who Manage Public Investments

The following positions are NOT covered by the conflict of interest code because they must file under Government Code Section 87200 and, therefore, are listed for informational purposes only:

- Governing Board Member
- Executive Director
- San Carlos Financial Services Manager

An individual holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe their position has been categorized incorrectly. The Fair Political Practices Commission makes the determination whether a position is covered by Section 87200.

APPENDIX B: DISCLOSURE CATEGORIES

- Category 1.** A designated official or employee assigned to Category 1 is required to disclose investments.
- Category 2.** A designated official or employee assigned to Category 2 is required to disclose interests in real property.
- Category 3.** A designated official or employee assigned to Category 3 is required to disclose sources of income.
- Category 4.** A designated official or employee assigned to Category 4 is required to disclose any business entity in which the designated employee is a director, officer, partner, trustee, employee or holds any position of management.
- Category 5.** A designated official or employee assigned to Category 5 is required to disclose any interests in real property located within Commute.org's jurisdiction or within two miles of the boundaries of the jurisdiction.
- Category 6.** A designated official or employee assigned to Category 6 is required to disclose any income from, or investments or business positions in, business entities or other sources that provide services, supplies, materials, machinery or equipment of the type utilized by or contracted for by Commute.org.
- Category 7.** A designated official or employee assigned to Category 7 is required to disclose any income from, or investments or business positions in, business entities or other sources with offices or other facilities located in Commute.org's jurisdiction or within two miles of the boundaries of the jurisdiction.