REDDING AREA BUS AUTHORITY
BOARD POLICY

SUBJECT	RESOLUTION NUMBER	POLICY NUMBER	EFFECTIVE DATE
CONFLICT OF INTEREST CODE	RABA-2024-007	128	05/20/2024

BACKGROUND

Under the California Political Reform Act, all public agencies are required to adopt a conflict of interest code that designates positions required to file Statements of Economic Interests (Form 700), and assigns disclosure categories specifying the types of interests to be reported. The Form 700 is a public document intended to alert public officials and members of the public to the types of financial interests that may create conflicts of interests. The Redding Area Bus Authority (RABA) as a public agency must comply with the Act.

PURPOSE

The purpose of this policy is to comply with the Fair Political Practices Commission (FPPC) regulation, California Code of Regulations, Title 2, division 6, Section 18730 (CCR 18730), which contains the terms of a standard conflict of interest code.

POLICY

The Fair Political Practices Commission (FPPC) has adopted a regulation, California Code of Regulations, Title 2, division 6, Section 18730 (CCR 18730), which contains the terms of a standard conflict of interest code. The regulation can be incorporated by reference and may be amended by the FPPC after public notice and hearings to conform to amendments in the Political Reform Act. Therefore, the terms of CCR 18730 and any amendments to it duly adopted by the FPPC are incorporated by reference and along with Appendixes A and B in which member, designated officers and assigned employees from the City of Redding are designated and disclosure categories are set forth constitute the conflict of interest code of RABA.

PROCEDURE

Filing of Disclosure Statements

The Statements of Economic Interests are public records subject to Government Code Section 81008. All Board Members identified in Appendix A will file annual Statements of Economic Interests directly to the County Department of Elections (typically, the Directors who also serve as County Supervisors or City Council Members).

All other positions identified in Appendix A will submit their annual Statements of Economic Interests to the City of Redding City Clerk office.

These statements will be forwarded to the Shasta County Department of Elections and copies of all RABA Statements of Economic Interests will be available for public review in both locations.

The public can also obtain copies of these statements at either location.

APPENDIX A
DESIGNATED POSITIONS

The following positions make or participate in making decisions. These positions involve voting on matters, negotiating contracts, or making recommendations on purchases without substantive review. Positions listed in Government Code Section 87200 (i.e. City Council Members, Members of the Board of Supervisors, etc.) are not required to be included, because these positions automatically file Form 700.

DESIGNATED POSITIONS	DISCLOSURE CATEGORIES
011 City Manager	1
012 Assistant City Manager (Acting as Executive Officer)	1
064 Director of Finance (Acting as Treasurer)	1
202 Transit Manager	1
096 City Clerk (Acting as Agent of Service)	1
231/232 Management Analyst I/II	1
60 Finance Officer (Acting as Controller)	1
Board Members	1
City Attorney (Acting as General Counsel)	1
Consultants*	1

*Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the Conflict of Interest Code, subject to the following limitations:

The Executive Officer or designee 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 upon that description, a statement of the extent of disclosure requirements. The determination of the Executive Officer or designee is a public record and shall be retained for public inspection in the same manner and locations as this Conflict of Interest Code.

APPENDIX B
MASTER LIST OF DISCLOSURE CATEGORIES
SPECIFICATION SHEET
REPORTABLE INVESTMENTS, INTERESTS IN REAL PROPERTY AND INCOME

Disclosure Category	
1	All investments and business positions in business entities, sources of income, and interests in real property.
2	Investments and business positions in business entities, and sources of income from entities providing supplies, services, equipment, or machinery of the type used by the designated employee's unit.
3	Investments and business positions in business entities, and income from sources engaged in construction, building, or material supply.
4	Investments and business positions in, and income from sources engaged in, the construction of public works projects.