

ALAMEDA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

The following was action taken by the Board of Supervisors on September 11, 2012

Approved as Recommended ☒ Other ☐

Unanimous ☒ Carson ☐ Chan ☐ Haggerty ☐ Valle ☐ Miley ☐ - 5

Vote Key: N=No; A=Abstain; X=Excused

Documents accompanying this matter:

- ☐ Resolution(s) _____
☐ Ordinance(s) _____
☐ Contract(s) _____

File No. 27846
Item No. 70

Copies sent to:
Juan A. Matta QIC 20114

Special Notes:



I certify that the foregoing is a correct copy of a Minute Order adopted by the Board of Supervisors, Alameda County, State of California.

ATTEST:

Clerk of the Board
Board of Supervisors

By: _____
Deputy



Agenda _____ Date: September 11, 2012

T R E A S U R E R - T A X C O L L E C T O R

DONALD R. WHITE
TREASURER - TAX COLLECTOR

August 6, 2012

Alameda County Board of Supervisors
Administration Building
1221 Oak Street, 5th Floor
Oakland, California 94612

Dear Board Members:

SUBJECT: Conflict of Interest Code – Office of the Treasurer-Tax Collector

Recommendation:

That your Board approve the revised Conflict of Interest Code/Appendix of Disclosure Categories for the Alameda County, Office of the Treasurer-Tax Collector.

Discussion:

The Office of the Treasurer-Tax Collector has undergone major reorganizations in 2011 and 2012. As a result, titles and duties of some of the existing positions have been revised. The attached revised Conflict of Interest Code for the Office of the Treasurer-Tax Collector reflects changes to the existing designated positions.

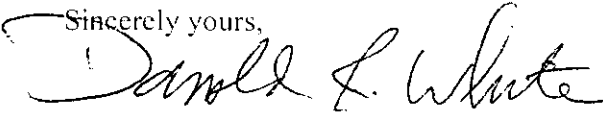
The relevant revised titles are as follows:

<u>Existing Title</u>	<u>Revised Title</u>
• Chief Fiscal Services	Treasurer-Tax Collector Financial Manager (06/13/12)
• Investment and Cash Management Officer	Chief Investment Officer-Treasurer's Department (07/08/12)
• Chief, Real Estate Taxes	Treasurer-Tax Collector Administrator (01/12/11)
• Deferred Compensation Manager	Deferred Compensation and Personnel Manager (06/13/12)

Only the titles of the Designated Positions have been revised and the Assigned Categories remain unchanged.

Financing:

There is no financial impact as a result of this action.

Sincerely yours,

Donald R. White, Treasurer-Tax Collector

cc: Susan S. Muranishi, County Administrator
Donna R. Ziegler, County Counsel

2012 Local Agency Biennial Notice

Name of Agency: Treasurer-Tax Collector
Mailing Address: 1221 Oak Street, Room 131, Oakland, CA 94612
Contact Person: Juan A. Matta Office Phone No: (510) 272-6814
E-mail: juan.matta@acgov.org Fax No: (510) 268-5377

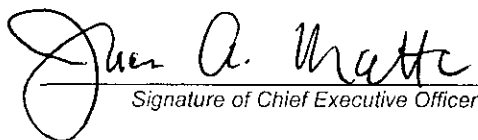
Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code requires disclosure by agency officials who make or participate in making governmental decisions.

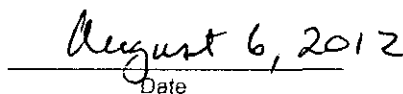
This agency has reviewed its conflict-of-interest code and has determined that (*Check one box*):

- ☒ **An amendment is required. The following amendments are necessary:**
(*Mark all that apply.*)
- ☐ Include new positions.
 - ☐ Revise disclosure categories.
 - ☒ Revise the titles of existing positions.
 - ☐ Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions.
 - ☐ Other (*describe*) _____
- ☐ **No amendment is required.**
- ☐ **The code is currently under review by the code reviewing body.**

Verification

The agency's code accurately designates all positions that make or participate in the making of governmental decisions; the disclosure categories assigned to those positions accurately require the disclosure of all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding the designated positions; and the code includes all other provisions required by Government Code Section 87302.


Signature of Chief Executive Officer


Date

Complete this notice regardless of how recently your code was approved or amended.
Please return this notice no later than **October 1, 2012**, or the date specified by your agency, if earlier, to:

QIC 20101 Attn: Clerk of the Board

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

CONFLICT OF INTEREST CODE FOR THE OFFICE OF THE TREASURER-TAX COLLECTOR

This Conflict of Interest Code is promulgated under the authority of the Political Reform Act, Government Code Section 81000, et seq., which requires all state and local government agencies to adopt and promulgate conflict of interest codes. Regulation 2, California Code of Regulations, Section 18730, as adopted by the Fair Political Practices Commission contains the terms of a standard conflict of interest code, which may 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 Regulation 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 and, along with the attached Appendix of Disclosure Categories, constitute the Conflict of Interest Code of the Treasurer-Tax Collector's Department.

Employees in designated enumerated below shall file their statements of economic interests with the Administrative Specialist II, who will make the statements available for public inspection and reproduction. (Gov. Code Section 81008).

DESIGNATED POSITIONS

CLASS/JOB CODE TITLE	ASSIGNED CATEGORY
Treasurer-Tax Collector	1
Assistant Treasurer	2
Chief Deputy Tax Collector	2
Chief, Fiscal Services	2
Investment and Cash Management Officer	2
Chief, Real Estate Taxes	2
Deferred Compensation Manager*	2
Treasurer-Tax Collector Financial Manager (06/13/12)	2
Chief Investment Officer-Treasurer's Department (07/08/12)	2
Treasurer-Tax Collector Administrator (01/12/11)	2
Deferred Compensation and Personnel Manager (06/13/12)	2
Consultants **	To be determined on a case-by-case basis

* Added position-Approved by the Board of Supervisors on November 9, 2010.

**The Treasurer-Tax Collector may determine in writing that a particular consultant 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 in this section. Such written determination shall include a description of the consultant's duties and, based upon the description, a statement of the extent of disclosure requirements. The Treasurer-Tax Collector's determination is public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

APPENDIX OF DISCLOSURE CATEGORIES

1. Persons in this category must disclose all investments and business positions in business entities, sources of income and interest in real property.
2. Persons in this category must disclosure those investments and business positions in business entities, sources of income and interests in real property, which provide or directly support the provision of expert services in Alameda County (as hereafter defined) or derived income from expert services in Alameda County.
3. Persons in this category must disclose those investments and business positions in business entities, sources of income and interest in real property, which provide or directly support the provision of office supplies and office support services in Alameda County or, derive income from the provision of office supplies and office support services in Alameda County.
4. Persons in this category must disclose those investments and business positions in business entities, sources of income and interest in real property which provide or directly support the provision of expert services or, the provision of office supplies and office support services in Alameda County or derive income from the provision of those activities in Alameda County.