

LEGISLATIVE DIGEST

[Campaign and Governmental Conduct Code - Form 700 (Statement of Economic Interests) Filing Requirements]

Ordinance amending the Campaign and Governmental Conduct Code to update the Conflict of Interest Code's Form 700 (Statement of Economic Interests) filing requirements for the City and the San Francisco Unified School District, by adding, deleting, and changing titles of designated officials and employees to reflect organizational and staffing changes, and by refining disclosure requirements for designated officials and employees.

Existing Law

The Political Reform Act of 1974, California Government Code section 87300, et seq., requires that San Francisco adopt a Conflict of Interest Code and review and update the Code every two years. The City's Conflict of Interest Code is set forth in Article III, Chapter 1 of the Campaign and Governmental Conduct Code. The Code designates those City officials and employees who periodically must file public statements disclosing their personal financial interests. The Code also specifies the types of financial interests – i.e., disclosure categories – that designated officials and employees must disclose.

Amendments to Current Law

The proposed amendments to the Conflict of Interest Code add, delete, and change the titles of designated employees to reflect organizational and staffing changes made by City departments and agencies since the Code was last amended in January 2017. The proposed amendments also revise the disclosure requirements applicable to some designated officials and employees.

The proposed amendments amend the sections of the Conflict of Interest Code governing the following local agencies: Airport, Arts Commission, Assessor-Recorder, Board of Supervisors, Department of Police Accountability, City Attorney, Controller, Department of Emergency Management, Department of the Environment, Ethics Commission, General Services Agency – City Administrator, General Services Agency – Department of Public Works, Housing Authority, Department of Human Resources, Juvenile Probation Commission, Mayor's Office, Municipal Transportation Agency, Planning Department, Police Department, Port, Public Utilities Commission, Recreation and Park Department, San Francisco Unified School District, Office of Small Business, and the War Memorial and Performing Arts Center.

Background Information

The City's Conflict of Interest Code must list those employees and officers who make or participate in the making of governmental decisions on behalf of the City. Cal. Gov. Code §§ 87300, 87302(a). A City employee or officer "makes a governmental decision" when he or she: (1) votes on a matter; (2) appoints a person; (3) obligates or commits his or her agency to any course of action; or (4) enters into any contractual agreement on behalf of his or her agency. 2 C.C.R. § 18702.1(a). A City employee or officer "participates in making a governmental decision" when he or she directly, without significant substantive review: (1) negotiates with a governmental entity or private person regarding a governmental decision; or (2) advises or makes recommendations to the final decision-maker by conducting research or an investigation, or preparing or presenting a report, analysis or opinion. Id. § 18702.2. The City's Conflict of Interest Code should not include employees who carry out solely clerical or ministerial tasks. See id. § 18702.4(a).

n:\legana\as2018\1900094\01300370.docx