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COUNTY EXECUTIVE OFFICER:
Esperanza Colio Warren

COUNTY COUNSEL:
Gregory P Priamos

CLERK OF THE BOARD:
Vanessa Delgado

**Agenda Item
Regular Meeting of the
Board of Supervisors
Tuesday, June 23, 2026**

Item Number: 1.17

MEETING DATE: 06/23/2026

DEPARTMENT: COUNTY CLERK/RECORDER/ELECTIONS

AGENDA ITEM PREPARER: Ana Maquiz

DEPT HEAD/DIRECTOR: Francisco Diaz

SUBJECT:

COUNTY CLERK/RECORDER/REGISTRAR OF VOTERS - F. DIAZ

Direct the Clerk of the Board and County Counsel to collaborate with the County Clerk to coordinate the biennial review of the Conflict of Interest Code, for consideration before October 1, 2026.
SBC FILE NUMBER: 943.1

AGENDA SECTION:

CONSENT AGENDA

BACKGROUND/SUMMARY:

Pursuant to Section 87306.5 of the Government Code, the Board of Supervisors, in its role as "Code Reviewing Body," must direct that the Conflict of Interest Code for county employees, departments, and agencies be reviewed on a biennial basis. Specifically, the Government Code provides that: (1) before July 1 of every even-numbered year, the Board of Supervisors directs such a review; and (2) by October 1, the Board of Supervisors must determine that no amendments to the Code are necessary or order that required revisions be submitted for adoption within 90 days.

It is therefore recommended that the Board of Supervisors direct the Clerk of the Board and County Counsel to collaborate with the County Clerk to coordinate the biennial review of the Conflict of Interest Code. Upon direction from the Board, the Clerk of the Board and County Counsel will send notice to all county departments and agencies advising of the Board's action. Each department will be provided with its current list of designated positions along with guidance to assist in determining which positions meet the definition of a designated employee. Departments will be asked to review the list, determine whether the duties performed by each position still meet the definition of a designated employee, make any necessary revisions, and return the revised list by a date certain. Following receipt of the departments'

responses, the Clerk of the Board and County Counsel will prepare an updated Conflict of Interest Code for the Board to review and adopt by resolution prior to the end of the calendar year.

FISCAL IMPACT:

The review will be carried out by the Clerk of the Board and County Counsel staff, in collaboration with the County Clerk.

There will be an impact on staff time.

STAFF RECOMMENDATION:

Direct the Clerk of the Board and County Counsel to collaborate with the County Clerk to coordinate the biennial review of the Conflict of Interest Code, for consideration before October 1, 2026.

ATTACHMENTS:

[Agenda Fact Sheet -Biennial Review of Conflict of Interest Code](#)