



# Ethics Commission

## **TRAINING ON DISCLOSURE OF ECONOMIC INTERESTS**


**Park and Recreation Board**

**March 21, 2019**

# DISCLOSURE OF FINANCIAL INTERESTS

The provisions in the City's Ethics Ordinance regarding disclosure of personal financial information are based on state law. These disclosure requirements:

- ✓ apply to paid and volunteer officials who are involved in making City decisions;
- ✓ create transparency to reinforce public trust.

Statement of  
Economic Interests 

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**Form 700**  
A Public Document

*Also available on the FPCC website:*

- **Form 700 in Excel format**
- *Reference Pamphlet for Form 700*

California Fair Political Practices Commission  
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Email Advice: [advice@fpcc.ca.gov](mailto:advice@fpcc.ca.gov)  
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# DISCLOSURE OF ECONOMIC INTERESTS

- Disclosures are made on Form 700 - Statement of Economic Interests (SEI).
- Forms 700 are filed electronically with the City Clerk.
- File assuming/leaving office statement within 30 days of assuming/leaving office.
- File annual statements by April 1 of each year covering previous calendar year.
- Disclose interests for immediate family (spouse, registered domestic partner, dependent children).



# DISCLOSURE GUIDELINES

According to the “Conflict of Interest Code” approved by the City Council for your Board, you must disclose business positions, investments, gifts, and income from any person or entity that supplies goods or services to the Park and Recreation Department.

- See examples in Conflict of Interest Code
- Direct questions to Department staff

You must also disclose interests in real property located within the City or a two mile radius.

These categories are your “reportable sources.”

# MORE DISCLOSURE GUIDELINES

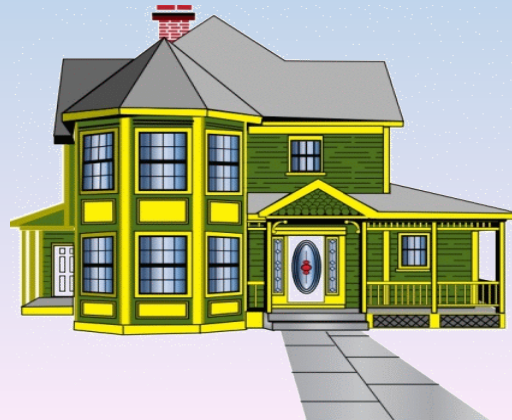
Investments and Business Positions in companies that are “reportable sources”:

- investments in stocks and bonds (diversified mutual funds and government bonds exempt);
- ownership interests in business entities or trusts:
  - ✓ less than 10% on Schedule A-1
  - ✓ 10% or more on Schedule A-2 (also disclose income from “reportable sources” of \$10,000+)
- management positions in for-profit companies even if no income received (Schedule A-2).

# MORE DISCLOSURE GUIDELINES

Real Property (including leaseholds):

- you do not need to disclose your personal residence unless:
  - ✓ you rent a bedroom in your San Diego residence or use the residence as a short term vacation rental;  
or
  - ✓ you claim a business deduction for a portion of your personal residence (e.g., a home office);



# MORE DISCLOSURE GUIDELINES

Income, loans, and gifts from “reportable sources”:

- income from employer or client to you or spouse/ registered partner (not dependent children);
- loans (regular bank loans exempt); and
- gifts (contact Ethics Commission for advice).



# ADVICE

The Ethics Commission provides verbal and written advice to City Officials:



- Contact Steve Ross at (619) 533-3494 or [spross@sandiego.gov](mailto:spross@sandiego.gov)
- Verbal and written advice is only provided for specific contemplated future action
- Advice from another department or agency will not provide immunity from the Ethics Commission





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