

2026 Local Agency Biennial Notice

Name of Agency: _____

Mailing Address: _____

Contact Person: _____ Phone No. _____

E-mail: _____ Alternate Email: _____

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 includes disclosure by those 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:**
(*Check all that apply*)
- ☐ Include new positions that must be designated.
 - ☐ 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. (If your code has not been updated in five years, amendments may be necessary.)**

Verification (to be completed if no amendment is required)

This agency's conflict of interest code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure categories assigned to those positions accurately requires that 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 are reported. The code includes all other provisions required by Government Code Section 87302.

Signature of Chief Executive Officer

Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **August 31, 2026** to:

County of Santa Clara
Attn: Kim Forrester
kimberly.forrester@ceo.sccgov.org