

ORDINANCE NO. 26-_____

AN ORDINANCE OF THE COUNTY OF ORANGE, CALIFORNIA, AMENDING SECTION 1-1-80, SUBSECTION (h) AND ADDING SECTION 1-1-81, SUBSECTIONS (e) THROUGH (i) TO THE CODIFIED ORDINANCES OF THE COUNTY OF ORANGE REGARDING LOBBYIST REGISTRATION AND REPORTING

THE BOARD OF SUPERVISORS OF THE COUNTY OF ORANGE DOES ORDAIN AS FOLLOWS:

Sec. 1-1-80. Definitions.

(h) "Lobbying activities" means any oral, written, or electronic communication directed to any County Supervisor, member of any County Supervisor's staff, any County department head, or any County appointee for the purpose of influencing official actions or decisions of the Board of Supervisors or a legislative body on which the Supervisor, County department head, or County appointee has voting membership. Provided, however, lobbying activities shall not include:

- (1) A request for information or inquiry about the facts or status of any matter when the request is not made to attempt to influence official action, or
- (2) A written comment filed in the course of a public proceeding or any other communication that is made on the record at a public meeting, or
- (3) A written communication as a petition for official action and required to be a public record pursuant to County procedures provided it is publicly recorded and disclosed before the vote or action, or
- (4) A written response to a request by a County Supervisor or other County employee for specific information, or
- (5) A communication made by an elected official or public employee acting in his or her official capacity, or
- (6) A response to a public notice soliciting communications from the public and directed to the County Supervisor or other County employee specifically designated in the notice to receive such communications, or

(7) A communication by an attorney or advocate made solely in connection with his or her duties representing a party to an administrative proceeding the decision of which is reviewable by a court pursuant to California Code of Civil Procedure Section 1094.5.

(8) A written communication applying for a County grant or responding to a County solicitation for goods or services.

Sec. 1-1-81. Registration and Annual Reporting.

(e) Effective January 1, 2027, each County lobbyist shall file with the Commission a report on all lobbying activities conducted during a quarterly period (“Quarterly Activity Report”). Each Quarterly Activity Report shall be certified as true and correct under penalty of perjury. The filing period shall be between the 1st and the 15th of April, July, October, and January. It is the duty of the lobbyist to fill out all applicable sections of each Quarterly Activity Report, which shall include the following elements:

- (1) Full name of the County lobbyist and their respective client(s);
- (2) Disclosure of all changes to County lobbyist’s client(s) information, including a section to mark if there are no changes to report.
- (3) County lobbyists must include in their Revolving Door disclosure all former County of Orange officer or employee positions held, along with the corresponding time periods. Additionally, lobbyists are required to disclose any family relatives employed by the County during each quarterly filing period. For the purposes of this disclosure, a “family relative” shall mean a relative by blood, adoption, marriage, domestic partnership, or cohabitation.
- (4) Names of the County official(s) and/or members of their staff that were contacted;
- (5) Subject of the lobbying activity;
- (6) Lobbying activity details including date, time, location, and method of communication for each instance of lobbying activity; and
- (7) Any financial campaign contributions made to members of the Board of Supervisors.

(f) Quarterly Activity Reports will be public records and shall be made available to the general public within 10 business days after their submission to the Commission.

(g) County lobbyists shall preserve all records pertinent to lobbying members of the Board of Supervisors and/or their respective staff members for a minimum of five years from the filing date.

(h) If the Commission does not receive a Quarterly Activity Report by its filing due date, the Executive Director appointed pursuant to section 1-2-359 shall initiate investigation and enforcement proceedings in accordance with section 1-2-362.

(i) Additional duties of the Executive Director appointed pursuant to section 1-2-359 shall include:

(1) Creating the template for the Quarterly Activity Reports.

(2) Providing training to each County Supervisor and members of their staff regarding the lobbyist verification process. All Supervisors and members of their staff are required to complete this training.