

Conflict of Interest Code  
of the

**QUARTZ HILL WATER DISTRICT**

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members and General Manager and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

## **QUARTZ HILL WATER DISTRICT**

### **EXHIBIT "A"**

#### **CATEGORY 1**

Persons in this category shall disclose, in accordance with this Code, all interests in real property within the jurisdiction of the District. Real Property shall be deemed to be within the jurisdiction of the District if the property or any part of it is located within or not more than two miles outside the boundaries of the District or within two miles of any land owned or used by the District.

Persons are not required to disclose a residence, such as a home or vacation cabin, used exclusively as a personal residence; however, a residence in which a person rents out a room or for which a person claims a business deduction may be reportable.

#### **CATEGORY 2**

Persons in this category shall disclose, in accordance with this Code, all income (including loans, gifts, and travel payments) from, investments in, and business positions with businesses that produce products or provide services of a type utilized by the District, including but not limited to the areas of building materials; construction; motor vehicles; specialty vehicles; vehicle replacement parts; petroleum products; water quality testing; water transmission; water treatment; water distribution; geological tests and reports; maintenance; repair; safety; engineering; provision of water or power; brokering; accounting; auditing; banking; money management; law; insurance; printing; publication; and office equipment or office supplies.

#### **CATEGORY 3**

Persons in this category shall disclose, in accordance with this Code, all investments in, all income (including loans, gifts, and travel payments) received from, or business positions with, any source located or doing business within the jurisdiction or expecting to do business within the jurisdiction. Income (including loans, gifts, and travel payments) received from a public agency need not be disclosed.

## **QUARTZ HILL WATER DISTRICT**

### **EXHIBIT "A" (Cont'd)**

#### **CATEGORY 4**

Consultants performing the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interests in the categories assigned to that designated position.

In addition, consultants who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the District or which could affect financial interests, and those consultants who, under contract, exercise primary responsibility for the management of public investments, shall be required to file Statements of Economic Interests disclosing reportable interests, as determined by the General Manager or his or her designee.

(See footnote in Exhibit "B" for clarification.)

## QUARTZ HILL WATER DISTRICT

### EXHIBIT "B"

<b><u>Designated Positions</u></b>	<b><u>Disclosure Categories</u></b>
General Manager	1, 3
Public Relations/Board Secretary	2
Assistant General Manager	1, 3
Maintenance Crew Leader	2
Consultants/New Positions*	4

\*Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The General Manager or his or her designee may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The General Manager or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

#### **Public Officials Who Manage Public Investments**

It has been determined that the positions listed below manage public investments and will file a Statement of Economic Interests pursuant to Government Code Section 87200, et seq.

Members of Board of Directors

**EFFECTIVE DATE: 07/20/2016**