

# REGIONAL WATER AUTHORITY POLICIES AND PROCEDURES

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Policy Type : Board of Directors  
Policy Title : Conflict of Interest Code  
Policy Number : 200.4  
Date Adopted :  
Date Amended : November 8, 2012;  
March 13, 2014;  
November 14, 2019  
November 10, 2022

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## ARTICLE 13. REGIONAL WATER AUTHORITY CONFLICT OF INTEREST CODE

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 California Code of Regulations Section 18730) that contains the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's code. After public notice and hearing, the standard code 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 by reference. This regulation and the attached Appendix (or Appendices), designating positions and establishing disclosure categories, shall constitute the conflict-of-interest code of the **Regional Water Authority (Authority)**.

Individuals holding designated positions shall file their statements of economic interests with the **Authority**, which will make the statements available for public inspection and reproduction. (Gov. Code Sec. 81008.) All statements will be retained by the **Authority**.

**REGIONAL WATER AUTHORITY  
CONFLICT OF INTEREST CODE  
APPENDIX A  
DESIGNATED POSITIONS**

<u>Designated Position</u>	<u>Assigned Disclosure Category</u>
Board of Directors and Alternates	1, 2, 3, 4
Associate Members	1, 2, 3, 4
Executive Director	1, 2, 3, 4
Legal Counsel	1, 2, 3, 4
Manager of Technical Services	1, 2, 3
<u>Manager of Strategic Affairs</u>	<u>1, 2, 3</u>
Finance and Administrative Services Manager/Treasurer	1, 2, 3
Legislative and Regulatory Affairs Program Manager	1, 2, 3
Principal Project Manager	1, 2, 3
Senior Project Manager	1, 3
Associate Project Manager	1, 3
Project Research Assistant	1, 3

Note: The Legal Counsel position is filled by an outside consultant but acts in a staff capacity.

Consultants/New Positions\*

\*Consultants/New Positions shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitation: The Executive Director may determine in writing that a particular consultant, 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 the disclosure requirements in this section. Such written determination shall include a description of the consultant's duties and based upon that description, a statement of the extent of disclosure requirements. The Executive Director'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).

**REGIONAL WATER AUTHORITY  
CONFLICT OF INTEREST CODE  
APPENDIX B  
DISCLOSURE CATEGORIES**

Designated positions must report financial interests in accordance with the assigned disclosure categories.

Category 1: Investments and business positions in business entities, and income, including receipt of loans, gifts, and travel payments, from sources, that provide services, supplies, materials, machinery, or equipment of the type utilized by the Authority.

Category 2: Interests in real property located within the jurisdiction or within two miles of the boundaries of the jurisdiction or within two miles of any land owned or used by the Authority as well as investments and business positions in business entities, and income, including receipt of loans, gifts, and travel payments, from sources, that provide real estate services (e.g. consulting, appraisal, development, construction) of the type used by the Authority.

Category 3: Investments and business positions in business entities, and income, including receipt of loans, gifts, and travel payments, from entities of the type to receive grants from or through the Authority.

Category 4: Investments and business positions in business entities, and income, including receipt of loans, gifts, and travel payments, from sources, that filed a claim, or have a claim pending, against the Authority during the previous two years.

Sources of the type utilized by the district include:

- Engineering and environmental consulting firms
- Transportation equipment and parts
- Water and soil testing products and services
- Services for energy pricing/demand, legal and labor relations

(Non-inclusive list)