

SANTA CLARITA VALLEY WATER AGENCY
CONFLICT OF INTEREST CODE

The Political Reform Act (Gov. Code § 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 Regulations § 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 incorporation page, Regulation 18730 and the attached Appendix, designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the **Santa Clarita Valley Water Agency (Agency)**.

All officials and designated positions shall file their statements of economic interests with the **Board Secretary** as the Agency's Filing Officer/Official. The **Board Secretary** shall make the statements available for public inspection and reproduction. (Gov. Code § 81008.) All statements will be retained by the **Agency**.

APPENDIX

CONFLICT OF INTEREST CODE

OF THE

SANTA CLARITA VALLEY WATER AGENCY

PART “A”

OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

Agency officials who manage public investments, as defined by 2 California Code of Regulations section 18700.3(b), are NOT subject to the Agency’s Code but must file disclosure statements under Government Code section 87200, et seq. [Regs. § 18730(b)(3)] These positions are listed here for informational purposes only.

It has been determined that the positions listed below are officials who manage public investments:¹

Board of Directors
Chief Financial & Administrative Officer
Controller
Finance Manager

¹ Individuals holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by § 87200.

DESIGNATED POSITIONS

GOVERNED BY THE CONFLICT OF INTEREST CODE

<u>Designated Positions</u>	<u>Assigned Disclosure Categories</u>
Accounting Supervisor	5
Administrative Services Manager	4
Administrative Technician (ALL)	5
Assistant General Manager	1, 2
Associate Water Resources Planner	2, 5
Board Secretary/Executive Assistant	4
Buyer	5
Chief Engineer	2, 5
Chief Operating Officer	1, 2
Communications Manager	1
Controller	1, 2
[LISTED UNDER "OFFICIALS WHO MANAGE PUBLIC INVESTMENTS"]	
Customer Service Manager	5
Customer Service Supervisor	5
Director of Finance & Administration	1, 2
Director of Operations & Maintenance	5
Director of Technology Services	5
Director of Water Resources	2, 5
Electrical/Instrumentation Supervisor	5
Emergency Preparedness and Safety Coordinator	5
Engineer	3, 5
Engineering Technician II	2, 5
Environmental Health & Safety Supervisor	5
Event Coordinator	5

Designated Positions

Assigned Disclosure Categories

Executive Assistant	5
Facilities Maintenance Technician (ALL)	5
Facilities Supervisor	5
Field Services Supervisor	5
Financial Analyst	4
Fleet and Warehousing Supervisor	5
General Counsel	1, 2
General Manager	1, 2
GIS Manager	5
<u>Human Resources Analyst</u>	<u>5</u>
Human Resources Manager	5
Information Technology Supervisor	5
Information Technology Specialist	5
Information Technology Technician (ALL)	5
Inspector Supervisor	5
<u>Lead Utility Operations Technician</u>	<u>5</u>
Lead Utility Worker	5
Lead Water Systems Technician	5
Management Analyst (ALL)	5
Principal Engineer	2, 5
Principal Water Resources Planner	2, 5
Public Affairs Specialist (ALL)	5
<u>Purchasing and Warehousing Tech II</u>	<u>5</u>
<u>Recycled Water Coordinator (ALL)</u>	<u>5</u>
Recycled Water Coordinator Technician	5
Right-of-Way Agent	2, 3, 4
<u>SCADA Analyst</u>	<u>5</u>

Designated Positions

Assigned Disclosure Categories

<u>SCADA Supervisor</u>	<u>3, 5</u>
SCADA Technician I & II	5
<u>Safety Specialist II</u>	<u>5</u>
Senior Accountant	5
Senior Customer Service Representative	5
Senior Electrical Technician	5
Senior Engineer	2, 5
Senior Engineering Technician	2, 5
Senior Facilities Maintenance Technician	5
<u>Senior Field Services Worker</u>	<u>5</u>
Senior Financial Analyst	2, 4
<u>Senior Fleet Mechanic</u>	<u>5</u>
Senior Inspector	5
Senior Instrumentation Technician	5
Senior Management Analyst	5
<u>Senior Treatment Plant Operator</u>	<u>5</u>
Senior Public Affairs Specialist	5
<u>Senior Purchasing Warehousing Technician</u>	<u>5</u>
<u>Senior Utility Operations Technician</u>	<u>5</u>
Senior Water Conservation Specialist	5
Senior Water Resources & Data Scientist	2, 5
Senior Water Resources Planner	2, 5
Senior Water Systems Technician	5
Sustainability Manager	2, 5
Utility Supervisor	5
Water Conservation Specialist (ALL)	5
Water Conservation Supervisor	5

Designated Positions

Assigned Disclosure Categories

Water Distribution Manager	5
Water Education Instructor	5
Water Education Supervisor	5
Water Quality Laboratory Manager	4
Water Quality/Supervisor	5
Water Resources Planner	2, 5
Water System Supervisor	5
Water Treatment Manager	3, 5

Consultants and New Positions²

² Individuals providing services as a Consultant defined in Regulations 18700.3 (a), or in a new position created since this Code was last approved that makes or participates in making decisions as identified in Regulation 18734, shall disclose pursuant to the broadest disclosure category in this Code subject to the following limitation:

The General Manager may determine that, due to the range of duties or contractual obligations, it is more appropriate to assign a limited disclosure requirement. A clear explanation of the duties and a statement of the extent of the disclosure requirements must be in a written document. (Gov. Code § 82019; FPPC Regs 18219 and 18734.) The General Manager'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 § 81008.)

PART “B”

DISCLOSURE CATEGORIES

The disclosure categories listed below identify the types of economic interests that the designated position must disclose for each disclosure category to which the designated position is assigned. “Investment” means financial interest in any business entity (including a consulting business or other independent contracting business) and are reportable if they are either located in or doing business in the jurisdiction, are planning to do business in the jurisdiction, or have done business during the previous two years in the jurisdiction of the Agency.

Category 1: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that are located in, that do business in or own real property within the jurisdiction of the Agency.

Category 2: All interests in real property which is located in whole or in part within, or not more than two (2) miles outside, the jurisdiction of the Agency, including any leasehold, beneficial or ownership interest or option to acquire property.

Category 3: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that are engaged in land development, construction or the acquisition or sale of real property within the jurisdiction of the Agency.

Category 4: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the Agency.

Category 5: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the designated position’s department, unit or division.

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Amended ~~December 6, 2022~~ February 20, 2024
RESOLUTION No. _____