

## **SAN JUAN WATER DISTRICT 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 Appendices, designating positions and establishing disclosure categories, shall constitute the conflict-of-interest code of the **San Juan Water District (District)**.

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

## APPENDIX A DESIGNATED POSITIONS

<u>Designated Position</u>	<u>Assigned Disclosure Categories</u>
Assistant General Manager	1, 2
Operations Manager	1
Maintenance Chief	3
Engineering Services Manager	2, 3
Field Services Manager	3
Customer Service Manager	3
Chief Operator	3
Water Treatment Plant Superintendent	3
Information Technology Administrator	3
Senior Engineer	3
Purchasing Agent	1
Legal Counsel	1
Consultants/New Positions	

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

\*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 General Manager 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 comply fully with the disclosure requirements described in this section. Such 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’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 Sec. 81008.)

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The following positions are NOT covered by the conflict-of-interest code because they must file under Government Code Section 87200 and, therefore, are listed for informational purposes only:

Members of the Board of Directors  
 General Manager  
 Finance & Administration Services Manager/Treasurer

An individual 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 Government Code Section 87200.

## **APPENDIX B DISCLOSURE CATEGORIES**

**Category 1:** Investments and business positions in business entities and income, including receipt of gifts, loans, and travel payments, from, sources that are contractors engaged in the performance of work or services of the type utilized by the District, or that manufacture, sell or provide supplies, machinery, services or equipment of the type utilized by the District.

**Category 2:** Interests in real property located in whole or in part within the District's jurisdiction or within two miles of any property owned or used by the District.

**Category 3:** Investments, business positions in business entities, and sources of income, including receipt of gifts, loans and travel payments, from entities that provide services and supplies of the type utilized by the designated position's division or department.

This is the last page of the conflict-of-interest code for the **San Juan Water District**.



**CERTIFICATION OF FPPC APPROVAL**

Pursuant to Government Code Section 87303, the conflict-of-interest code for the **San Juan Water District** was approved on November 19, 2012. This code will become effective on December 19, 2012.

A handwritten signature in blue ink, appearing to read "William J. Lenkeit", written over a horizontal line.

William J. Lenkeit

Senior Counsel, Legal Division

Fair Political Practices Commission