



Policy Number:	1010
Policy Title:	Conflict of Interest

1. 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 Regulations. Section 18730, which contains the terms of a standard conflict of interest code, which can be incorporated by reference, and which may be amended to conform to amendments in the Political Reform Act after public notice and hearings conducted by the Fair Political Practices Commission pursuant to the Administrative Procedure Act, Government Code Sections 11370, *et seq.* Therefore, the terms of 2 Cal. Code of Regs. Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with this policy, in which directors and employees are designated, and are hereby incorporated by reference and constitute the conflict of interest code of the Fair Oaks Water District.
2. Persons holding designated positions shall file a Statement of Economic Interests (Form 700) with the Sacramento County. The County requires the designated persons to file the Statement of Economic Interests electronically through an electronic solution called eDisclosure on the Sacramento County website.
3. PART I - DESIGNATED POSITIONS

<u>Position</u>	<u>Disclosure Category</u>
Director 1	1
Director 2	1
Director 3	1
Director 4	1
Director 5	1
General Manager/Secretary	1
Operations Manager	2
Finance Manager	2
Water Supply Superintendent	2

General Counsel for the District	1
Consultant 1*	1
Consultant 2*	1
Consultant 3*	1
Consultant 4*	1
Consultant 5*	1
Consultant 6*	1
Consultant 7*	1
Consultant 8*	1
Consultant 9*	1
Consultant 10*	1

4. PART II - DISCLOSURE CATEGORIES

- 4.1. Disclosure Category 1 – Designated positions must report all investments, business positions in, and income from sources located within the District and all interest in real property located in the District including property located within a two-mile radius of the District or of any property owned or used by the District.
- 4.2. Disclosure Category 2 – Designated positions must report all investments, business positions in and income sources of the type which provide services, supplies, materials, machinery or equipment of the type utilized by the District.
- 4.3. Disclosure Category 3 – Designated positions must report all investments, business positions in and sources of income which are subject to the regulatory permit or licensing authority of the District.
- 4.4. *Disclosure by Consultants shall be included in the list of positions and disclose pursuant to the broadest disclosure category (Category 1) in the code subject to the following limitation:
 - 4.4.1. The General Manager 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 disclosure requirements in this section. The written determination shall include the basis for this determination and shall be maintained as a public record to the same extent as other disclosures made under the Conflict of Interest Code.