

RESOLUTION NO. SCV- 231

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA CLARITA VALLEY WATER AGENCY ADOPTING AN AMENDED CONFLICT OF INTEREST CODE PURSUANT TO THE POLITICAL REFORM ACT OF 1974

WHEREAS, the State of California enacted the Political Reform Act of 1974, Government Code Section 81000 et seq. (the "Act"), which contains provisions relating to conflicts of interest which potentially affect all officers, employees and consultants of the Santa Clarita Valley Water Agency ("SCVWA") and requires all public agencies to adopt and promulgate a Conflict of Interest Code; and

WHEREAS, the Board of Directors adopted a Conflict of Interest Code (the "Code") for SCVWA in compliance with the Act which was amended December 18, 2018; and

WHEREAS, subject to changed circumstances within SCVWA have made it advisable and necessary pursuant to Sections 87306 and 87307 of the Act to amend and update SCVWA's Code; and

WHEREAS, the potential penalties for violation of the provisions of the Act are substantial and may include criminal and civil liability, as well as equitable relief which could result in SCVWA being restrained or prevented from acting in cases where the provisions of the Act may have been violated; and

WHEREAS, notice of the time and place of a public meeting on, of consideration by the Board of Directors of, the proposed amended Code was provided each affected designated employee and publicly posted for review at the SCVWA Administration Building at 27234 Bouquet Canyon Road, Santa Clarita, California, establishing a 45-day comment period in compliance with Title 2, California Code of Regulations, Section 18750; and

WHEREAS, a public meeting was held upon the proposed amended Code at a regular meeting of the Board of Directors of SCVWA on September 7, 2021, at which all present were given an opportunity to be heard on the proposed amended Code.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Santa Clarita Valley Water Agency as follows:

- Section 1.** The Board of Directors does hereby adopt the proposed amended Conflict of Interest Code, a copy of which is attached hereto and shall be on file with the Board Secretary and available to the public for inspection and copying during regular business hours.
- Section 2.** The said amended Code shall be submitted to the Fair Political Practices Commission for approval.
- Section 3.** The said amended Code shall become effective immediately after the Fair Political Practices Commission approves the proposed amended Code as submitted.

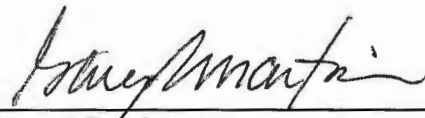
PASSED AND ADOPTED this 7th day of September, 2021, by the following vote:

AYES: Directors Armitage, Atkins, Colley, Cooper, Ford, Gladbach, Kelly, Martin, Mortensen, Orzechowski and Plambeck.

NOES: None.

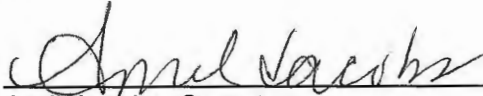
ABSTAIN: None.

ABSENT: Director Braunstein



Board President
Santa Clarita Valley Water Agency

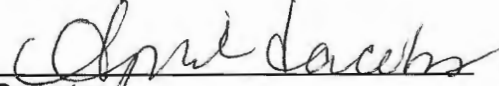
ATTEST:



April Jacobs, Secretary
Santa Clarita Valley Water Agency

I, the undersigned, hereby certify: That I am the duly appointed and acting Secretary of the Santa Clarita Valley Water Agency, and that at a regular meeting of the Board of Directors of said Agency held on September 7, 2021, the foregoing Resolution No. SCV-231 was duly and regularly adopted by said Board, and that said resolution has not been rescinded or amended since the date of its adoption, and that it is now in full force and effect.

DATED: September 7, 2021



Secretary



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**.

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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

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.

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DESIGNATED POSITIONS

GOVERNED BY THE CONFLICT OF INTEREST CODE

<u>Designated Positions</u>	<u>Assigned Disclosure Categories</u>
Accounting Manager	5
Administrative Technician (ALL)	5
Assistant General Manager	1, 2
Associate Water Resources Planner	2, 5
Board Secretary/Executive Assistant	4
Building and Grounds Supervisor	5
Chief Engineer	2, 5
Chief Operating Officer	1, 2
Communications Manager	1
Controller	1, 2
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
Executive Assistant	5

Designated Positions

Assigned Disclosure Categories

Facilities Maintenance Technician (ALL)	5
Field Services Supervisor	5
Financial Analyst	4
Fleet and Warehousing Supervisor	5
General Counsel	1, 2
General Manager	1, 2
GIS Manager	5
Human Resources Manager	5
Information Technology Supervisor	5
Information Technology Specialist	5
Information Technology Technician (ALL)	5
Inspector Supervisor	5
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
Right-of-Way Agent	2, 3, 4
SCADA Technician I & II	5
Senior Accountant	5
Senior Customer Service Representative	5
Senior Engineer	2, 5
Senior Engineering Technician	2, 5
Senior Facilities Maintenance Technician	5
Senior Financial Analyst	2, 4
Senior Inspector	5

Designated Positions

Assigned Disclosure Categories

Senior Instrumentation Technician	5
Senior Management Analyst	5
Senior Public Affairs Specialist	5
Senior Water Conservation Specialist	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
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

Designated Positions

Assigned Disclosure Categories

Consultants and New Positions*

* 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.

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.

SANTA CLARITA VALLEY WATER AGENCY
CONFLICT OF INTEREST CODE
Amended September 7, 2021
RESOLUTION No. _____