



Memo

To: Board of Directors
From: Larrie Ann Davis
Date: September 14, 2022
Subject: 2022 Biennial Notice for Conflict of Interest Codes

The Political Reform Act requires every government agency to review its conflict of interest code biennially. In October of even-numbered years, each agency must submit to the County Board of Supervisors a notice indicating whether or not an amendment is necessary.

Attorney Van Blarcom has reviewed the Code and does not recommend any changes at this time.

The Districts current Conflict of Interest Code is attached for your review.

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**CONFLICT OF INTEREST CODE
FOR
CRESTLINE VILLAGE WATER DISTRICT**

Section 1. *Incorporation of Standard Code*

The terms of California Code of Regulations, Title 2, section 18730 (attached hereto), and any amendments thereto duly adopted by the Fair Political Practices Commission, are incorporated by reference into this Conflict of Interest Code for Crestline Village Water District.

Section 2. *Designated Positions for Disclosure Purposes*

(a) The persons occupying the following positions are "Designated Employees" and must disclose the financial interests defined in Categories 1, 2 and 3 as set forth in Section 3 of this Conflict of Interest Code:

- (1) General Counsel
- (2) Special Counsel

(b) The persons occupying the following positions are "Designated Employees" and must disclose the financial interests defined in Categories 2 and 3 as set forth in Section 3 of this Conflict of Interest Code:

- (1) District Engineer
- (2) District Auditor
- (3) Consultants*

Section 3. *Financial Interests That Must Be Reported*

Category 1. Interests in real property, other than a principle residence located within the jurisdiction, if the interest in real property may foreseeably be affected

* The General Manager of the District may determine in writing that a particular consultant, although a "Designated Employee," is hired to perform a range of duties that are limited in scope and thus is not required to comply with the disclosure requirements described in this Section. Such determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. These written determinations shall remain on file in the same manner and location as this Conflict of Interest Code. Nothing herein excuses any such consultant from any other provision of this Conflict of Interest Code.

materially by any decision made or participated in by the Designated Employee by virtue of his or her position.

Category 2. Investments in or income from business entities or individuals which are of the type which within the previous two years have provided services, equipment, materials, vehicles or supplies to the District.

Category 3. Business positions, including any position as a director, officer, partner, trustee, employee or any such management position, held in a business entity of the type identified in Category 2.

Section 4. *Filing of Statements of Economic Interest*

Designated Employees shall file their statements with the Secretary of the Board of Directors of the District who will retain the statements and make them available for public inspection and reproduction pursuant to Government Code section 81008.

Section 5. *Opinions of the General Counsel*

Any Designated Employee who is unsure of any right or obligation arising under this Conflict of Interest Code may request an opinion from the District's General Counsel.

Section 6. *Officials Who Manage Public Investments*

It has been determined that the persons in the positions listed below manage public investments and will file a statement of economic interests (Form 721) pursuant to Government Code section 87200.

Members of the Board of Directors

General Manager

Secretary of the Board

Office Manager