

LOCAL AGENCIES — REVISED CONFLICT OF INTEREST CODES
December 2019

LOCAL AGENCY	SUMMARY OF ADOPTED/ PROPOSED REVISIONS
B-1 FAIRFIELD-SUISUN SEWER DISTRICT	<ul style="list-style-type: none">• Deleted Positions:<ul style="list-style-type: none">▪ Environmental Engineer• Added Positions:<ul style="list-style-type: none">▪ Senior Engineering Inspector/Technician▪ Associate Engineer▪ O&M Procurement Specialist• Renamed Positions:<ul style="list-style-type: none">▪ Assistant Maintenance Manager, changed to Assistant Engineer▪ Senior Environmental Engineer, changed to Senior Engineer▪ General Manager, changed to General Manager/CEO▪ Operations & Maintenance Coordinator, changed to Coordinator
B-2 SoITRANS	<ul style="list-style-type: none">• Deleted Positions:<ul style="list-style-type: none">▪ Program Assistant• Renamed Positions:<ul style="list-style-type: none">▪ Program Manager - Finance & Administration, changed to Program Manager - Deputy Director

COPY

FAIRFIELD-SUISUN SEWER DISTRICT
RESOLUTION 2018-01

**A RESOLUTION RESCINDING PREVIOUS CONFLICT OF INTEREST CODES AND
ADOPTING A NEW CONFLICT OF INTEREST CODE**

WHEREAS, the California Political Reform Act ("Act"), located at Government Code section 81000 et seq., requires state and local government agencies to adopt and promulgate conflict of interest codes; and

WHEREAS, Fairfield-Suisun Sewer District ("District") most recently amended its Conflict of Interest on March 28th 2016; and

WHEREAS, the employee organizational structure has changed which requires an amendment to the Conflict of Interest Code.

NOW, THEREFORE, BE IT RESOLVED that the attached Conflict of Interest Code along with the Designated Positions and Disclosure Categories set forth in Exhibit A for the District is adopted and supersedes all previous versions.

BE IT FURTHER RESOLVED that a copy of this Resolution and the Conflict of Interest Code shall be transmitted to the Solano County Board of Supervisors as the code reviewing body for District.

PASSED AND ADOPTED this 22nd day of January 2018, by the following vote:

AYES:	Directors	<u>Bertani-Day-Hudson-Moy-Price Sanchez-Segala-Timm-Vaccaro-Wilson</u>
NOES:	Directors	<u>None</u>
ABSENT:	Directors	<u>Wilson</u>

Attest: _____

District Clerk

Michael A. Segala
President

- Original -

Y905

CONFLICT OF INTEREST CODE
FOR THE
FAIRFIELD-SUISUN SEWER DISTRICT ("FSSD")

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, which contains the terms of a standard conflict of interest code. It can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings 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 incorporated by reference and, along with the attached Exhibit A in which members and employees are designated and disclosure categories are set forth, constitute the conflict of interest code of the agency named above.

Designated employees, board members and officers shall file statements of economic interests with the Agency Clerk, the Agency's filing officer, who will make the statements available for public inspection and reproduction (pursuant to Government Code section 81008). Upon receipt of the statements of those positions designated in Government Code section 87200, the Agency Clerk shall make and retain a copy and forward the original of these statements to the Solano County Elections Department, Attention: Statement of Economic Interests Filing Officer. Statements for all other designated employees will be retained by the agency.

Adopted: February 23, 1997
Amended: February 27, 2012
Amended: March 28, 2016

EXHIBIT "A"

DESIGNATED POSITIONS

<i>Position</i>	<i>Disclosure Category</i>
/ District Director	1 through 3
/ Assistant General Manager	1 through 3
/ Assistant Maintenance Manager	1 through 3
/ Director of Administrative Services	1 through 3
Director of Engineering	1 through 3
/ Director of Operations & Maintenance	1 through 3
/ District Counsel	1 through 3
/ Engineering Inspector/Technician	1 through 3
/ Environmental Engineer	1 through 3
/ Environmental Compliance Engineer	1 through 3
/ General Manager	1 through 3
/ GIS Coordinator	1 through 3
/ Laboratory Manager	1 through 3
/ Maintenance Manager	1 through 3
/ Maintenance Supervisor	1 through 3
/ Operations & Maintenance Coordinator	1 through 3
/ Operations Manager	1 through 3
/ Operations Supervisor	1 through 3
/ Safety Officer	1 through 3
/ Senior Environmental Engineer	1 through 3
Consultants**	1 through 3

**As defined by 2 CCR 18700 et seq., who would be required to file financial statements pursuant to Government Code § 87302.

DISCLOSURE CATEGORIES

- Category 1: Interests in real property located within the cities of Fairfield or Suisun City that would otherwise be required to be disclosed on the FPPC's Statement of Economic Interests, Form 700.
- Category 2: Income, including loans, gifts or investments, aggregating \$250 or more in value during the reporting period, received from any source that manufactures or sells services and/or supplies of the type annually purchased or utilized by District and of which the annual

purchases by the District exceeds \$1,000 or if the business entity or source of income is in the construction or building industry within the cities of Fairfield or Suisun City, any of which would otherwise be required to be disclosed on the FPPC's Statement of Economic Interests, Form 700

Category 3: Investments, income, interests, loans, business position and commissions from or in business entities or such other source, which entity or source is regulated by the District, directly or indirectly, through its various programs, including but not limited to, its industrial waste discharge program. This category is not intended to require disclosure of a business entity or other source which is regulated by the District solely by virtue of a discharge to the sewer system, when such provision of sewer services is on the same terms as all other persons or entities in the same category and the District's services are provided ministerially without the use of any substantial discretion by the District, its employees or officials concerning the same.

CONFLICT OF INTEREST CODE
FOR THE
FAIRFIELD-SUISUN SEWER DISTRICT ("FSSD")

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, which contains the terms of a standard conflict of interest code. It can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings 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 incorporated by reference and, along with the attached Exhibit A in which members and employees are designated and disclosure categories are set forth, constitute the conflict of interest code of the agency named above.

Designated employees, board members and officers shall file statements of economic interests with the Agency Clerk, the Agency's filing officer, who will make the statements available for public inspection and reproduction (pursuant to Government Code section 81008). Upon receipt of the statements of those positions designated in Government Code section 87200, the Agency Clerk shall make and retain a copy and forward the original of these statements to the Solano County Elections Department, Attention: Statement of Economic Interests Filing Officer. Statements for all other designated employees will be retained by the agency.

Adopted: February 23, 1997
Amended: February 27, 2012
Amended: March 28, 2016
Amended: January 22, 2018

- Revised -

EXHIBIT "A"

DESIGNATED POSITIONS

<i>Position</i>	<i>Disclosure Category</i>
District Director	1 through 3
Assistant General Manager	1 through 3
Assistant Maintenance Manager Assistant Engineer	1 through 3
Associate Engineer	1 through 3
Director of Administrative Services	1 through 3
Director of Engineering	1 through 3
Director of Operations & Maintenance	1 through 3
District Counsel	1 through 3
Engineering Inspector/Technician	1 through 3
Environmental Engineer	1 through 3
Environmental Compliance Engineer	1 through 3
General Manager/CEO	1 through 3
GIS Coordinator	1 through 3
Laboratory Manager	1 through 3
Maintenance Manager	1 through 3
Maintenance Supervisor	1 through 3
Operations & Maintenance Coordinator	1 through 3
O&M Procurement Specialist	1 through 3
Operations Manager	1 through 3
Operations Supervisor	1 through 3
Safety Officer	1 through 3
Senior Environmental Engineer Senior Engineer	1 through 3
Senior Engineering Inspector/Technician	1 through 3
Consultants**	1 through 3

**As defined by 2 CCR 18700 et seq., who would be required to file financial statements pursuant to Government Code § 87302.

DISCLOSURE CATEGORIES

- Category 1: Interests in real property located within the cities of Fairfield or Suisun City that would otherwise be required to be disclosed on the FPPC's Statement of Economic Interests, Form 700.
- Category 2: Income, including loans, gifts or investments, aggregating \$250 or more in value during the reporting period, received from any source that manufactures or sells services and/or supplies of the type annually purchased or utilized by District and of which the annual purchases by the District exceeds \$1,000 or if the business entity or source of income is in the construction or building industry within the cities of Fairfield or Suisun City, any of which would otherwise be required to be disclosed on the FPPC's Statement of Economic Interests, Form 700
- Category 3: Investments, income, interests, loans, business position and commissions from or in business entities or such other source, which entity or source is regulated by the District, directly or indirectly, through its various programs, including but not limited to, its industrial waste discharge program. This category is not intended to require disclosure of a business entity or other source which is regulated by the District solely by virtue of a discharge to the sewer system, when such provision of sewer services is on the same terms as all other persons or entities in the same category and the District's services are provided ministerially without the use of any substantial discretion by the District, its employees or officials concerning the same.

SOLTRANS CONFLICT OF INTEREST CODE

EXHIBIT "A"

DESIGNATED POSITIONS

<i>Position</i>	<i>Disclosure Category</i>
Agency Board <ul style="list-style-type: none">• Board Members• Alternate Board Members	1 through 4
Executive Director	1 through 4
Legal Counsel	1 through 4
Clerk of the Board	1 through 4
Program Manager – Finance & Administration	1 through 4
Program Manager – Planning & Operations	1 through 4
<u>Program Manager – General Services</u>	<u>1 through 4</u>
Program Analyst	1 through 4
<u>Program Coordinator Assistant</u>	1 through 4
Accountant	1 through 4
Consultants**	1 through 4

**Consultants are 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 Services Manager has been added.*
- *The Program Coordinator has been renamed Program Assistant to be consistent with the organizational chart classification title.*

The Executive Director 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 the disclosure requirements described in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director'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.

— Original —

DISCLOSURE CATEGORIES

- Category 1: Interests in real property located within Solano County that would otherwise be required to be disclosed on the FPPC's Statement of Economic Interests, Form 700.
- Category 2: Income, including loans and gifts, aggregating \$250 or more in value during the reporting period, received from any source located or doing business within the jurisdiction or expecting to do business within the jurisdictions that would otherwise be required to be disclosed on the FPPC's Statement of Economic Interests, Form 700
- Category 3: Investments, business positions and sources of income, including gifts, loans and travel payments, from sources that manufactures or sells services and/or supplies of the type annually purchased or utilized by SolTrans and of which the annual purchases by SolTrans exceeds \$1,000.
- Category 4: Investments in business entities and sources of income of the type which, within the past two years, have contracted with either of the cities of Benicia or Vallejo to provide services, supplies, materials, or equipment of the type to be utilized by SolTrans.

SOLTRANS CONFLICT OF INTEREST CODE

EXHIBIT "A"

DESIGNATED POSITIONS

<i>Position</i>	<i>Disclosure Category</i>
Agency Board <ul style="list-style-type: none">• Board Members• Alternate Board Members	1 through 4
Executive Director	1 through 4
Legal Counsel	1 through 4
Clerk of the Board	1 through 4
Program Manager – Finance & Administration <u>Deputy Director</u>	1 through 4
Program Manager – Planning & Operations	1 through 4
Program Manager – General Services	1 through 4
Program Analyst	1 through 4
Program Assistant	1 through 4
Accountant	1 through 4
Consultants**	1 through 4

- *The Finance & Administration Manager has been renamed Deputy Director to be consistent with the organizational chart classification title.*
- *The Program Assistant position has been removed as there is nothing within the job description that would provide any opportunity for conflicts of interest.*

****Consultants** are 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 Executive Director 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 the disclosure requirements described in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director'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.

- Revised -

DISCLOSURE CATEGORIES

- Category 1: Interests in real property located within Solano County that would otherwise be required to be disclosed on the FPPC's Statement of Economic Interests, Form 700.
- Category 2: Income, including loans and gifts, aggregating \$250 or more in value during the reporting period, received from any source located or doing business within the jurisdiction or expecting to do business within the jurisdictions that would otherwise be required to be disclosed on the FPPC's Statement of Economic Interests, Form 700
- Category 3: Investments, business positions and sources of income, including gifts, loans and travel payments, from sources that manufactures or sells services and/or supplies of the type annually purchased or utilized by SolTrans and of which the annual purchases by SolTrans exceeds \$1,000.
- Category 4: Investments in business entities and sources of income of the type which, within the past two years, have contracted with either of the cities of Benicia or Vallejo to provide services, supplies, materials, or equipment of the type to be utilized by SolTrans.

RESOLUTION NO. 2019-08

RESOLUTION OF SOLANO COUNTY TRANSIT AMENDING
THE CONFLICT OF INTEREST CODE

WHEREAS, the California Political Reform Act ("Act"), located at Government Code section 81000 et seq., requires state and local government agencies to adopt and promulgate conflict of interest codes; and

WHEREAS, the Solano County Transit ("SolTrans") Board of Directors by Resolution No. 2011-01 adopted a Conflict of Interest Code on February 17, 2011; and

WHEREAS, the SolTrans Board by Resolution No. 2013-12 amended the Conflict of Interest Code on November 21, 2013 to revise positions resulting from an organizational restructuring; and

WHEREAS, the SolTrans Board by Resolution No. 2016-07 amended the Conflict of Interest Code on July 21, 2016 to add a General Services Manager position; and

WHEREAS, the SolTrans Board approved an amendment on July 17, 2019 to reclassify the Finance and Administration Manager position to the new classification of Deputy Director; and a review of the Program Assistant classification revealed that there are no job duties that would pose any opportunity for conflicts of interest; therefore, an amendment is required to the Conflict of Interest Code.


NOW, THEREFORE, BE IT RESOLVED that the Solano County Transit Board of Directors approves and adopts the attached Conflict of Interest Code for SolTrans along with the Designated Positions and Disclosure Categories set forth in Exhibit A.

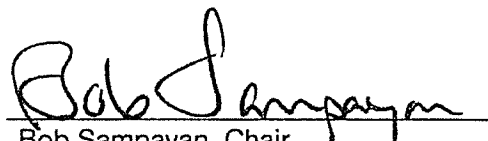
BE IT FURTHER RESOLVED, that a copy of this resolution and the Conflict of Interest Code shall be transmitted to the Solano County Board of Supervisors as the code reviewing body for SolTrans.

Passed by the Solano County Transit (SolTrans) Board on this 19th Day of September 2019 by the following vote:

Ayes: 5
Noes: 0
Absent: 0
Abstain: 0

Attest:


Suzanne Fredriksen
Clerk of the Board


Bob Sampayan, Chair
Solano County Transit (SolTrans)