

Conflict of Interest Code
of the

Los Angeles County Sanitation Districts

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

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 Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it 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 into the conflict of interest code of this agency by reference. This regulation and the attached Exhibit A establishing economic disclosure categories and Exhibit B designating officials and employees shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the Chief Engineer and General Manager; or his or her designee. The agency shall make and retain a copy of the statement filed by its Chief Engineer and General Manager and forward the original of such statement to Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of all statements filed by its Directors*; Assistant Chief Engineer and Assistant General Manager; Chief Accountant; Department Head, Financial Management and all other Designated Positions named in the agency's conflict of interest code, as appropriate. All retained statements, original or copied, shall be available for public inspection and reproduction. (Gov. Code Section 81008).

- * Directors shall be deemed to include Alternates but not to include Directors who are members of the Board of Supervisors of Los Angeles County. Directors who are members of the Board of Supervisors of Los Angeles County are not required to file separate Statements of Economic Interests for this Conflict of Interest Code, since they are classified as 87200 filers making disclosure for their County Supervisor position with the Fair Political Practices Commission.

Los Angeles County Sanitation Districts

Exhibit "A"

CATEGORY 1 – REAL PROPERTY

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2 – INVESTMENTS AND BUSINESS POSITIONS

Persons in this category shall disclose all investments and business positions.

CATEGORY 3 – INCOME AND BUSINESS POSITIONS

Persons in this category shall disclose all income (including gifts, loans, and travel payments) and business positions.

CATEGORY 4 – PUBLIC WORKS PROJECTS, CONSTRUCTION AND TRANSACTIONS

Persons in this category shall disclose all investments, business positions, and income (including gifts, loans, and travel payments), from business entities that perform public works projects or construction services that are utilized by the District(s) and associated with job assignment of the designated position.

CATEGORY 5 – PROCUREMENT OF SERVICES

Persons in this category shall disclose all investments, business positions, and sources of income (including gifts, loans and travel payments), from business entities that provide services that are utilized by the District(s) and associated with the job assignment of the designated position.

CATEGORY 6- PROCUREMENT OF SUPPLIES

Persons in this category shall disclose all investments, business positions, and sources of income (including gifts, loans and travel payments), from business entities that provide supplies, materials, machinery or equipment that are utilized by the District(s) and associated with the job assignment of the designated position.

Los Angeles County Sanitation Districts

Exhibit "A"

CATEGORY 7 – REGULATION, PERMITTING, AND ENFORCEMENT

Persons in this category shall disclose all investments, business positions, and sources of income (including gifts, loans and travel payments), from persons/business entities that are subject to regulatory, permitting, licensing, or enforcement authority of or have an application, permit or license pending before the Districts.

CATEGORY 8 – PROPERTY MANAGEMENT

Persons in this category shall disclose all investments in, business positions, with and sources of income, gifts, loans and travel payments from business entities that are engaged in any real estate services including, but not limited to, real estate appraisal, development, construction, planning/architectural design, engineering, sales, brokerage, leasing, lending, insurance, rights of way, studies, and/or property or facilities management or maintenance, that are utilized by the District (s) and associated with the job assignment of the designated position.

CATEGORY 9 – HUMAN RESOURCES

Persons in this category shall disclose all income (including gifts, loans and travel payments) from any County Sanitation District employee, any representative or association of such employee; and business positions or income (including gifts, loans and travel payments) from any entity owned or controlled by such employee's spouse or other financial dependent.

Los Angeles County Sanitation Districts

Exhibit "B"

Designated Positions

Disclosure Categories

1	Directors and Alternates*	1, 2, 3
2	Department Head, Technical Services	1, 4, 5, 6, 7, 8
3	Department Head, Solid Waste Management	1, 4, 5, 6, 7, 8
4	Department Head, Wastewater Management	1, 4, 5, 6, 7, 8
5	Department Head, Engineering	1, 4, 5, 6, 7, 8
6	Department Head, Facilities Planning	1, 4, 5, 6, 7, 8
7	Human Resources Manager	5, 6, 9
8	General Counsel**	1, 2, 3
9	Administrative Services Manager	1, 2, 3
10	Assistant Departmental Engineer	1, 4, 5, 6, 7, 8
11	Division Engineer, Air Quality Engineering Section, Technical Services	5, 6
12	Division Engineer, Water Quality Section, Technical Services	5, 6
13	Division Engineer, Wastewater Research Section, Technical Services	5, 6
14	Manager of Laboratories, Technical Services	4-7
15	Division Engineer, Refuse & Compliance Section, Technical Services	1, 4-8
16	Environmental Health and Safety Supervisor, Environmental Health and Safety Section, Technical Services	5, 6
17	Superintendent of JWPCP Lab, JWPCP Water Quality Lab, Technical Services	4-7
18	Supervising Engineer, Biosolids Management, Technical Services	4-7
19	Division Engineer, Solid Waste Management	4-7
20	Fleet Manager, Solid Waste Management	5, 6
21	Supervising Engineer, MRFs and Special Projects Engineering, Solid Waste Management	5, 6
22	Project Engineer, Recyclables, Solid Waste Management	5, 6
23	Supervising Engineer, Energy Recovery, Solid Waste Management	5, 6
24	Supervising Engineer, Landfill Engineering, Solid Waste Management	5, 6
25	Division Engineer, Wastewater Management	4-7
26	JWPCP Manager, Wastewater Management	4-7
27	Supervising Engineer, JWPCP Section, Wastewater Management	5, 6
28	Division Engineer, JWPCP Section, Wastewater Management	5, 6

LOS ANGELES COUNTY SANITATION DISTRICTS

Exhibit "B" (Cont'd)

Designated Positions

Disclosure Categories

29	Supervising Engineer, Wastewater Collection Systems Operations & Maintenance, Wastewater Management	5, 6
30	Supervising Engineer, Wastewater Collection Systems Engineering	5, 6
31	Supervising Engineer, Water Reclamation Plants Section, Wastewater Management	5, 6
32	Supervising Engineer, Electrical & Instrumentation Engineering Support Group, Wastewater Management	5, 6
33	Supervising Engineer, Field and Compliance Engineering, Inspection, and Monitoring, Wastewater Management	7
34	Supervising Industrial Waste Inspector II	7
35	Supervising Industrial Waste Inspector I	7
36	Project Engineer, Field and Compliance Engineering, Inspection, and Monitoring, Wastewater Management	7
37	Senior Industrial Waste Inspector, Field and Compliance Engineering, Inspection, and Monitoring, Wastewater Management	7
38	Industrial Waste Inspector I, II, Field and Compliance Engineering, Inspection, and Monitoring, Wastewater Management	7
39	Division Engineer, Engineering	4-7
40	Supervising Engineer, Resident Engineer, Field Engineering Section, Engineering	4-7
41	Project Engineer, Resident Engineer, Field Engineering Section, Engineering	4-7
42	Supervising Construction Inspector, Field Engineering Section, Engineering	4-7
43	Construction Inspector, Field Engineering Section, Engineering	4-7
44	Section Head, Financial Management	4-7
45	Accounting Services Supervisor, Financial Management	4-7
46	Insurance & Claims Coordinator, Financial Management	4, 5, 6, 8
47	Purchasing Manager, Purchasing Section, Financial Management (was Purchasing Manager)	4, 5, 6, 8
48	Senior Buyer, Purchasing Section, Financial Management	4, 5, 6, 8
49	Buyer, Purchasing Section, Financial Management	4, 5, 6, 8
50	Revenue Collection Supervisor, Financial Management	7

Los Angeles County Sanitation Districts

Exhibit "B" (Cont'd)

Designated Positions

Disclosure Categories

51	Customer Service Specialist (Surcharge), Revenue Collection Group, Financial Management	7
52	Customer Service Specialist (Data Management), Revenue Collection Group, Financial Management	7
53	Customer Service Coordinator (Customer Service), Revenue Collection Group, Financial Management	7
54	Surcharge Assistant, Industrial Waste, Revenue Collection, Financial Management	7
55	Customer Service Representative, Revenue Collection Group, Financial Management	7
56	Division Engineer, Facilities & Property Management	1, 4, 5, 7, 8
57	Supervising Engineer, Property Management, Facilities Planning	1, 4, 5, 7, 8
58	Information Technology Manager, Information Technology Section, Facilities Planning	5, 6
59	Division Engineer, Wastewater Planning Section, Facilities Planning	1, 4, 5, 7, 8
60	Division Engineer, Information Services Section, Facilities Planning	5, 6
61	Consultant/New Positions***	

*Directors shall be deemed to include Alternates but not to include Directors who are members of the Board of Supervisors of Los Angeles County. The jurisdiction for each Director/Alternate is limited to the specific Sanitation District they represent, and not the entire County of Los Angeles. Except for District No. 2 Directors/Alternates who must include in their jurisdiction all the County Sanitation Districts of Los Angeles County.

**General Counsel shall be deemed to be the attorney who regularly attends District Board meetings and under whose directorship the legal affairs of the District are handled.

***Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

Los Angeles County Sanitation Districts

Exhibit B (Cont'd)

The Chief Engineer and General Manager or his or her designee 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 fully comply with disclosure requirements in this section. Such written 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 Chief Engineer and General Manager or his or her designee'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 Section 81008.)

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interests in the categories assigned to that designated position.

Officials Who Manage Public Investments

It has been determined that the positions listed below manage public investments and will file a Statement of Economic Interests pursuant to Government Code Section 87200 et seq.

Chief Engineer and General Manager
Assistant Chief Engineer and Assistant General Manager
Chief Accountant
Departmental Head, Financial Management

EFFECTIVE: 11/25/2020