

Chester Utility District

Manual of Policies

POLICY TITLE: Conflict of Interest

POLICY NUMBER: 1020

1. **1020.10** The terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission, along with the attached Appendix in which officers and employees are designated and disclosure categories are set forth, are hereby adopted and incorporated by reference here and constitute the Conflict-of-Interest Code for this agency.
2. **1020.20** Persons holding designated positions shall file statements of economic interest Form 700, pursuant to Section 18730(b)(4) of the California Code of Regulations.
3. **1020.30** Officials Who Manage Public Investments:
It has been determined that the positions of Board Members and Managers manage public investments and will file a statement of economic interests, Form 700 pursuant to Government Code Section 87200.
4. **1020.40** Designated employees shall file their statements with this agency which shall make the statements available for public inspection and reproduction (Gov. Code Section 81008).
5. Failure to file the required statement in a timely fashion may result in the imposition of monetary sanctions under Government Code Section 91013(a).

APPENDIX
POSITION ALLOCATION LIST PART 1.

<u>Designated Positions</u>	<u>Assigned Disclosure Category</u>
5 Board Members	1
1 General Manager	1
1 Chief	1
1 Office Manager	1
1 Lieutenant	1
1 Utility Operations Manager	1
1 District Engineer (Consultant)	1

DISCLOSURE CATEGORIES PART 2

Category 1

Designated employees assigned to this category must report:

- (a) All interests in real property;
- (b) Investments and business positions in business entities or income from sources which engage in the acquisition or disposal of real property within the jurisdiction; and
- (c) Investments and business positions in any business entity or income from any source which: (1) are contractors or subcontractors engaged in the performance of work or services of the type utilized by the District. or (2) which manufacture, sell or provide supplies, materials, books, machinery, services or equipment of the type utilized by the District.

Category 2.

Consultants shall disclose all sources of income, interests in real property and investments and business positions in business entities.

The Manager of the District 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 described in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement to the extent of disclosure requirements. Such determination shall be a public record.