

**EXECUTIVE OFFICE**



BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

EDWARD YEN  
EXECUTIVE OFFICER

COUNTY OF LOS ANGELES  
**EXECUTIVE OFFICE**  
BOARD OF SUPERVISORS

KENNETH HAHN HALL OF ADMINISTRATION  
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LOS ANGELES, CALIFORNIA 90012  
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**ADOPTED**

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

8 February 18, 2025

EDWARD YEN  
EXECUTIVE OFFICER

February 18, 2025

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**CONFLICT OF INTEREST CODES  
(ALL DISTRICTS) (3-VOTES)**

**SUBJECT**

Approval of Conflict of Interest Codes.

**IT IS RECOMMENDED THAT THE BOARD:**

Approve the Conflict of Interest Codes for Gateway Cities Affordable Housing Trust, El Monte Union High School District, Los Angeles Homeless Services Authority, Santa Clarita Valley School Food Services Agency, and Sulphur Springs Union School District to be effective the day following your Board's approval.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Pursuant to Government Code Section 87300, every local government agency must adopt and promulgate a Conflict of Interest Code. Agencies are required to amend their Conflict of Interest Codes when necessitated by changed circumstances pursuant to Government Code Section 87306.

In accordance with the Political Reform Act of 1974, the Board of Supervisors is the code reviewing body for Los Angeles County. The Board of Supervisors must approve an agency's code before it can take effect.

The proposed Conflict of Interest Codes have been thoroughly reviewed and approved by the code review staff in accordance with the procedures established by your Board.

**Implementation of Strategic Plan Goals**

Your Board’s approval of the Conflict of Interest Codes will further the County’s Strategic Plan North Star 3- Realize Tomorrow’s Government Today, Focus Area A- Communication & Public Strategy I.- Customer Service.

**FISCAL IMPACT/FINANCING**

Local governmental agencies must have a Conflict of Interest Code in which individuals in designated positions are required to disclose financial interests at a level appropriate to their decision-making authority.

Adoption of a Conflict of Interest Code deters potential conflicts of interest, thereby averting misuse of public funds.

The recommended action has no effect on budget revenues or expenditures.

**FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Pursuant to Government Code Section 87300, the code review staff recommends that your Board approve the Conflict of Interest Codes for the agencies listed below.

**NEW CONFLICT OF INTEREST CODE:**

(Gateway Cities Affordable Housing Trust)

- Adopts by reference Regulation 18730 (2 California Code of Regulations, Section 18730) as its Conflict of Interest Code and will use the County’s Model Disclosure Categories.
- Designates the following positions as code filers: Member – Board of Directors, Alternate Member – Board of Directors, Trust Manager, General Counsel, and Consultants/New Positions\*.

**SUBSTANTIVE CHANGES:**

(El Monte Union High School District)

- Adds a new disclosure category to the code.
- Changes the title of one position.
- Adds one position to the code.

(Los Angeles Homeless Services Authority)

- Revises language in one disclosure category.
- Removes an unnecessary disclosure category from the code.
- Adds three new disclosure categories to the code.
- Adds 38 new positions to the code.
- Changes the title of one position.

(Santa Clarita Valley School Food Services Agency)

- Adds a new disclosure category to the code.
- Adds three positions to the code.

(Sulphur Springs Union School District)

- Revises language in one disclosure category.
- Changes the title of one position.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approving the attached Conflict of Interest Codes for these agencies will further the purposes of the Political Reform Act of 1974 by requiring the individuals designated in each agency's code to disclose appropriate economic interests.

### **CONCLUSION**

If you have any questions, you may contact Nanette Herrera, Deputy Executive Officer, at (213) 633-5722 or your staff may contact Don Garcia, Chief, Conflict of Interest/Lobbyist Division at (213) 974-1578.

Respectfully submitted,



Edward Yen  
Executive Officer

EY:pn

Enclosures

c: Chief Executive Officer  
County Counsel

**CONFLICT OF INTEREST CODE  
OF THE  
GATEWAY CITIES AFFORDABLE HOUSING TRUST**

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, is hereby incorporated into this Conflict of Interest Code of the Gateway Cities Affordable Housing Trust ("Trust") by reference. This regulation and the attached Appendices (or Exhibits) designating officials, employees, and other positions and establishing economic disclosure categories shall constitute the Conflict of Interest Code of the Trust.

Place of Filing of Statements of Economic Interests

All officials, employees, and other designated positions required to submit a Statement of Economic Interests shall file their statements with the Trust Manager or his or her designee. The Trust shall make and retain a copy of all Statements of Economic Interests filed by its Members of the Board of Directors, Alternate Members of the Board of Directors, and Trust Manager, and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The Trust shall retain the originals of Statements of Economic Interests for all other Designated Positions named in the Trust's Conflict of Interest Code. All retained statements, original or copied, shall be available for public inspection and reproduction (Cal. Gov. Code Section 81008).

## **Gateway Cities Affordable Housing Trust**

### **EXHIBIT "A"**

#### **CATEGORY 1**

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

Persons are not required to disclose a residence, such as a home or vacation cabin, used exclusively as a personal residence; however, a residence in which a person rents out a room or for which a person claims a business deduction may be reportable.

#### **CATEGORY 2**

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

#### **CATEGORY 3**

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

#### **CATEGORY 4**

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell services and/or supplies of a type utilized by the Trust and associated with the job assignment of designated positions assigned to this disclosure category.

## Gateway Cities Affordable Housing Trust

### EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Member, Board of Directors	1, 2, 3
Alternate Member, Board of Directors	1, 2, 3
Trust Manager	1, 2, 3
General Counsel	1, 2, 3
Consultants/New Positions*	

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

The Trust 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 Trust 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. (Cal. Gov. Code Section 81008.)

Individuals who perform under contract the identical 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.

**EFFECTIVE:**

## **PROPOSED CODE**

### **Conflict of Interest Code of the**

#### **EL MONTE UNION HIGH SCHOOL DISTRICT**

#### **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 Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories 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 agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Members of the Board of Trustees and the Superintendent and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

## PROPOSED CODE

### EL MONTE UNION HIGH SCHOOL DISTRICT EXHIBIT "A"

#### CATEGORY 1

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 a residence, such as a home or vacation cabin, used exclusively as a personal residence; however, a residence in which a person rents out a room or for which a person claims a business deduction may be reportable.

#### CATEGORY 2

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

#### CATEGORY 3

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

#### CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell services and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

#### CATEGORY 5 (NEW)

**Persons in this category shall disclose all income (including gifts, loans and travel payments) from any agency employee, any representative, or association of such employee; and any business positions or income from any business entity in which the employee or the employee's spouse or other financial dependent has a direct, indirect or beneficial interest aggregating a 10 percent or greater interest in the business entity.**



**PROPOSED CODE**

**EL MONTE UNION HIGH SCHOOL DISTRICT  
EXHIBIT "B"**

<b><u>Designated Positions</u></b>	<b><u>Disclosure Categories</u></b>
Member of the Board of Trustees	1, 2, 3
Superintendent	1, 2, 3
<b>Assistant Superintendent for Business Services (was Chief Business Official)</b>	1, 2, 3 <b>Title Change</b>
Assistant Superintendent for Educational Services	2, 3
Assistant Superintendent for Human Resources	2, 3
Director of Risk Management and Safety	2, 3
Director of Facilities, Maintenance, Operations, Transportation	1, 4
Director of Fiscal Services	4
Director II, Curriculum & Instruction	4
<b>Director II, HR</b>	<b>5 Add</b>
Director of Special Education	4
Director II, Assessment, Accountability & Family Engagement Departments	4
Director of Nutrition Services	4
Director of Pupil Services	4
Director of Purchasing	4
Citizens' Oversight Committee Member	1, 4
Maintenance and Operations Coordinator	1, 4
Facility & Energy Manager	1, 4
Chief Technology & Innovation Officer	4
Buyer	4
Principals	4
Consultants/New Positions <sup>1</sup>	

**PROPOSED CODE**

**EL MONTE UNION HIGH SCHOOL DISTRICT  
EXHIBIT "B"**

<sup>1</sup>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:

The Superintendent 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 Superintendent 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~~ **conflict of interest code**. (Gov. Code Section 81008.)

Individuals who perform under contract the identical 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.

**EFFECTIVE DATE:**

## PROPOSED CODE

### Conflict of Interest Code of the

#### **LOS ANGELES HOMELESS SERVICES AUTHORITY**

#### 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. **Section 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 **into the Los Angeles Homeless Services Authority (“Agency”) Conflict of Interest Code**. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories 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 (“Statement”)** shall file their **Statements** with the **Agency** head, or his or her designee. The **Agency** shall make and retain a copy of all **Statements** filed by its ~~Board Members, Governing Board Members, Alternate Board Commissioners Members, as appropriate,~~ and its ~~agency head (Agency/Department Head, Executive Officer or Chief Executive Officer, Superintendent, or Director),~~ and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

The **Agency** shall retain the originals of statements for all other Designated Positions named in the **Agency’s** conflict of interest code. All retained **Statements**, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

(6/02) (Rev.)

**LOS ANGELES HOMELESS SERVICES AUTHORITY**

**EXHIBIT "A"**

**CATEGORY 1**

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 **A**gency.

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

**Persons are not required to disclose a residence, such as a home or vacation cabin, used exclusively as a personal residence; however, a residence in which a person rents out a room or for which a person claims a business deduction may be reportable.**

**CATEGORY 2**

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

**CATEGORY 3**

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

**CATEGORY 4**

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell services and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

**CATEGORY 5**

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

~~In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.~~

**LOS ANGELES HOMELESS SERVICES AUTHORITY**

**EXHIBIT "A" (cont'd)**

**CATEGORY 5 – NEW**

Persons in this category shall disclose all income (including gifts, loans and travel payments) from any Agency employee, any representative, or association of such employee; and any business positions or income from any business entity in which the employee or the employee's spouse or other financial dependent has a direct, indirect or beneficial interest aggregating a ten (10) percent or greater interest in the business entity.

**CATEGORY 6 – NEW**

Persons in this category shall disclose all interests in the following areas:

A. Business positions, investments in, and income (including gifts, loans and travel payments) received from for-profit businesses, nonprofit entities, and persons that provide the type of services utilized by the Agency or that are eligible to receive grant funding from the Agency;

B. Any trusteeship or directorships of entities that provide the type of services utilized by the Agency or that are eligible to receive grant funding from the Agency.

**Category 7 – NEW**

Persons in this category must disclose investments, business positions, and sources of income (including gifts, loans, and travel payments) in businesses operated for profit and non-profit that are inspected by the program unit of the Agency in which the designated person holds their position, and associated with the job of assignment of the designated person.

**PROPOSED CODE**

**LOS ANGELES HOMELESS SERVICES AUTHORITY**

**EXHIBIT "B"**

<b><u>Designated Positions</u></b>	<b><u>Disclosure Categories</u></b>
<b>Analyst, Contracts and Procurement</b>	<b>1, 4 Add</b>
<b>Analyst, Facility Standards</b>	<b>4, 7 Add</b>
<b>Associate Director (unless otherwise specified)</b>	<b>1, 2, 3 Add</b>
<b>Associate Director, Human Resources</b>	<b>4, 5 Add</b>
<b>Chief Executive Officer</b> (was Executive Director)	<b>1, 2, 3 Title Change</b>
<b>Chief Financial Officer</b>	<b>1, 2, 3 Add</b>
<b>Chief of Staff</b>	<b>1, 2, 3 Add</b>
<b>Chief Operating Officer</b>	<b>1, 2, 3 Add</b>
<b>Chief Program Officer</b>	<b>1, 2, 3 Add</b>
<b>Commissioner</b>	<b>1, 2, 3</b>
<b>Coordinator, Advisory Group</b>	<b>1, 2, 3 Add</b>
<b>Coordinator, Contracts and Procurement</b>	<b>1, 4 Add</b>
<b>Coordinator, Investigation</b>	<b>4, 7 Add</b>
<b>Coordinator, Finance Grants Management</b>	<b>4, 6 Add</b>
<b>Deputy Chief</b>	<b>1, 2, 3 Add</b>
<b>Director (unless otherwise specified)</b>	<b>1, 2, 3 Add</b>
<b>Director, Human Resources</b>	<b>4, 5 Add</b>
<b>Grant Management System Administrator</b>	<b>4 Add</b>
<b>Manager (unless otherwise specified)</b>	<b>1, 4 Add</b>
<b>Manager, Human Resources</b>	<b>4, 5 Add</b>

**PROPOSED CODE**

**LOS ANGELES HOMELESS SERVICES AUTHORITY**

**EXHIBIT "B" (cont'd)**

<b><u>Designated Positions</u></b>	<b><u>Disclosure Categories</u></b>
<b>Manager, Grants Management and Compliance</b>	<b>1, 4, 6 Add</b>
<b>Principal Advisor</b>	<b>1, 2, 3 Add</b>
<b>Program Manager</b>	<b>1, 2, 3 Add</b>
<b>Project Manager</b>	<b>1, 2, 3 Add</b>
<b>Senior Advisor</b>	<b>1, 2, 3 Add</b>
<b>Senior Analyst, Contracts and Procurement</b>	<b>4 Add</b>
<b>Senior Analyst, Systems and Planning</b>	<b>4 Add</b>
<b>Senior Auditor</b>	<b>4 Add</b>
<b>Senior Coordinator, Legal and Operations</b>	<b>1, 2, 3 Add</b>
<b>Senior Coordinator, Systems and Planning</b>	<b>1, 2, 3 Add</b>
<b>Senior Coordinator, Roadmap</b>	<b>1, 2, 3 Add</b>
<b>Senior Coordinator, Skid Row</b>	<b>1, 2, 3 Add</b>
<b>Senior Executive Assistant CEO</b>	<b>4 Add</b>
<b>Senior Investigator</b>	<b>4 Add</b>
<b>Senior Project Manager</b>	<b>4 Add</b>
<b>Senior Specialist, Contracts and Procurement</b>	<b>1, 4 Add</b>
<b>Senior Technical Advisor</b>	<b>4 Add</b>
<b>Senior Financial Analyst/Special Assistant</b>	<b>4 Add</b>
<b>Specialist, Contracts and Procurement</b>	<b>1, 4 Add</b>
<b>Supervisor</b>	<b>4 Add</b>

LOS ANGELES HOMELESS SERVICES AUTHORITY

EXHIBIT “B” (cont’d)

Designated Positions

Disclosure Categories

Consultants/New Positions\*

–5

**\*Consultants/New Positions<sup>1</sup>**

**Consultants/New Positions Who Make Governmental Decisions**

Consultants or new positions who make (not just recommend) governmental decisions, such as whether to approve a rate, rule, or regulation; issue, deny, suspend, or revoke any permit, license, application, certificate or similar authorization; adopt or grant Agency approval to a plan, design, report, or study; or adopt or grant Agency approval of policies, standards, or guidelines for the Agency or any subdivision thereof shall disclose pursuant to the broadest disclosure category in the code (i.e., Disclosure Categories 1 2 & 3). However, if the Chief Executive Officer or his or her designee, determines in writing that a particular consultant or new position is not required to fully comply with the requisite disclosure requirements, then 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 Executive Officer’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.)

**Consultants/New Positions Who Serve in a Staff Capacity**

Consultants or new positions who serve in a staff capacity with the Agency, and in that capacity participate in making a governmental decision by providing information, an opinion, or a recommendation for the purpose of affecting the decision without significant intervening substantive review shall disclose at the same level as a comparable designated position in the same or similar Agency Department identified elsewhere in this Code.

**Consultants/New Positions Who Perform the Same or Substantially All the Same Duties as a Comparable Designated Position**

Consultants or new positions who perform the same or substantially all the same duties for the Agency that would otherwise be performed by an individual holding a designated position in this Code shall disclose at the same level as the comparable designated position identified elsewhere in this Code.

**EFFECTIVE:**

<sup>1</sup> When the consultant is a corporation or partnership, only individuals within the corporation or partnership who fit into one of the three categories of “Consultants/New Positions” must file disclosure statements.



Conflict of Interest  
Code of the

**SANTA CLARITA VALLEY SCHOOL FOOD SERVICES AGENCY**

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 Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories 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 agency head, or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, Alternate Board Members, and Chief Executive Officer, and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

**SANTA CLARITA VALLEY SCHOOL FOOD SERVICES AGENCY**

**EXHIBIT "A"**

**CATEGORY 1**

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 a residence, such as a home or vacation cabin, used exclusively as a personal residence; however, a residence in which a person rents out a room or for which a person claims a business deduction may be reportable.

**CATEGORY 2**

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

**CATEGORY 3**

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

**CATEGORY 4**

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell services and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

**CATEGORY 5 (NEW)**

**Persons in this category shall disclose all income (including gifts, loans and travel payments) from any agency employee, any representative, or association of such employee; and any business positions or income from any business entity in which the employee or the employee's spouse or other financial dependent has a direct, indirect or beneficial interest aggregating a 10 percent or greater interest in the business entity.**

**PROPOSED CODE**

**SANTA CLARITA VALLEY SCHOOL FOOD SERVICES AGENCY**

**EXHIBIT “B”**

<u>Designated Positions</u>	<u>Disclosure Categories</u>	
Board of Directors and Alternates	1, 2, 3	
Chief Executive Officer	1, 2, 3	
Director of Operations & Fiscal Management	1, 2, 3	
Director of Child Nutrition Programs	4	
<b>Director of Human Resources</b>	<b>4, 5</b>	<b>Add</b>
<b>IT Manager</b>	<b>4</b>	<b>Add</b>
<b>Warehouse Supervisor</b>	<b>4</b>	<b>Add</b>
Consultants/New Positions*		

\*Consultants/and 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:

The Chief Executive Officer, 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 Executive Officer 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 identical 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.

**EFFECTIVE DATE:**

# **PROPOSED CODE**

## **Conflict of Interest Code** **of the**

### **SULPHUR SPRINGS UNION SCHOOL DISTRICT**

#### **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 Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories 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 agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its School Board Members, and its Superintendent, and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

# PROPOSED CODE

## SULPHUR SPRINGS UNION SCHOOL DISTRICT

### EXHIBIT "A"

#### CATEGORY 1

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 a residence, such as a home or vacation cabin, used exclusively as a personal residence; however, a residence in which a person rents out a room or for which a person claims a business deduction may be reportable.

#### CATEGORY 2

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

#### CATEGORY 3

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

#### CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell services and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

#### CATEGORY 5

~~Persons in this category shall disclose all income (including gifts, loans and travel payments) from any Sulphur Springs Union School District employee or any known representative or association of such employee or any business known by the reporting official to be owned or controlled by such employee.~~

**Persons in this category shall disclose all income (including gifts, loans and travel payments) from any Sulphur Springs Union School District employee, any representative, or association of such employee; and any business positions or income from any business entity in which the employee or the employee's spouse or other financial dependent has a direct, indirect or beneficial interest aggregating a 10 percent or greater interest in the business entity.**

## PROPOSED CODE

### SULPHUR SPRINGS UNION SCHOOL DISTRICT EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Member, School Board	1, 2, 3
Superintendent	1, 2, 3
<b>Deputy Superintendent, Business Services</b> (was Assistant Superintendent, Business Services)	1, 4 <b>Title change</b>
Assistant Superintendent, Educational Services	4
Executive Director of Special Education and Student Support Services	4
Assistant Superintendent, Personnel/Pupil Services	2, 3
Director of Curriculum and Instruction	4
Director of Facilities & Projects	4
Director of Personnel/Pupil Services	4, 5
Executive Director of Fiscal Services	1, 4
Manager, Technology Services	4
Transportation Manager	1, 4
Consultants/New Positions*	

\*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:

The Superintendent 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 Superintendent or his or her designee 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.)

## **PROPOSED CODE**

### **SULPHUR SPRINGS UNION SCHOOL DISTRICT EXHIBIT "B" (cont'd)**

Individuals who perform under contract the identical 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.

**EFFECTIVE DATE:**