

Exhibit "A"

1002 Conflict of Interest

Effective Date: **September 21, 2022,**
Resolution Reference: **Resolution 22-345 Revision**
Date: September 21, 2022
Resolution Reference:

1. 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. 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 Cal. Code of Regs. Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the attached Appendix A in which employees are designated and in which disclosure categories are set forth, shall constitute the Conflict-of-Interest Code of the Mission Hills Community Services District.
2. ~~All persons required to file Statements of Economic Interest, shall file the Statement of Economic Interest either, electronically with the County Clerk, or with the MHCSD Secretary to the Board of Directors. Upon receipt of the Statements of Economic Interest, the District will make and retain a copy and forward the original Statements of Economic Interest to the Clerk of the Board of Supervisors. The Statements of Economic Interest are public records subject to Government Code Section 81008. The public may review and obtain copies of the Statements of Economic Interest pursuant to Section 81008.~~
- 2 Designated employees may file their statements online using eDisclosure, which will submit the Form 700 to the County Clerk, Recorder and Assessor. Statements will be made available for public inspection and reproduction (Gov Code Section 81008). Your Department/Agency's filing official can give you access.

Designated employees who file using a paper form 700 shall file with the code Agency. Upon receipt of the statement filed by the designated employee, a copy shall be retained with the Code Agency and the original shall be forwarded to the County Clerk, Recorder and Assessor.

Commented [GH1]: County Clerk reached out stating that the "Filing Location" on Resolution 22-345 (Exhibit A attachment) for 700 forms need to be changed. This is the Recommended language from County Clerk, Legal council Approved .

APPENDIX A

The positions listed below manage public investments and are subject to the disclosure requirements of Article 2, Chapter 7 of the Political Reform Act and must file a Statement of Economic Interest pursuant to State law:

- Administrative Services Manager
- Members of the Board of Directors
- District General Manager
- District Counsel

Designated Employees:

1. It has been determined that the designated employees listed below make or participate in the making of decisions that may foreseeably have a material effect on economic interests. These designated employees are subject to the disclosure requirements of Article 3, Chapter 7 of the Political Reform Act and shall disclose pursuant to the disclosure categories designated below:

- Administrative Services Manager
- Secretary to the Board of Directors
- District Accountant
- Operations Superintendent
- Consultants*

Commented [GH2]: This position was added to the Conflict Of Interest Code. It was passed and adopted in the September Board Meeting.

*Consultants shall disclose pursuant to the broadest disclosure categories subject to the following limitation:

2. The District General Manager 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 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 District General Manager'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.

Disclosure Categories:

All designated employees shall disclose financial interests in the following categories:

1. Investments: California Fair Political Practices Commission ("FPPC") Form 700, Schedules A-1 and A-2.
2. Interests in Real Property: FPPC Form 700, Schedule B.
3. Income & Business Positions: FPPC Form 700, Schedule C