
Date: January 28, 2025

Item Number: _____

Resolution Number: _____

2/3 Vote Required

**Resolution Of The Board Of Directors Of The Sonoma Valley County Sanitation District
Adopting a Conflict of Interest Code**

Whereas, the Political Reform Act, Government Code sections 81000 et seq., requires state and local government agencies to adopt conflict of interest codes, and

Whereas, 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 and which can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments to the Political Reform Act, and

Whereas, the Sonoma Valley County Sanitation District wishes to adopt this standard code and designate which officers and employees should disclose financial interests and describe which interests must be disclosed; and

Now, Therefore, Be It Resolved:

1. 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 and Appendix B, in which members and employees are designated and disclosure categories are set forth, constitute the Conflict of Interest Code of the Sonoma Valley County Sanitation District (District), and
2. Pursuant to Section 4 of the standard code, the directors and general manager shall file statements of economic interest electronically with the Clerk of the Sonoma County Board of Supervisors. Designated employees shall file statements with the District clerk who shall retain them at the main place of business of the District. Any designated employee already required to submit a disclosure statement (Form 700) pursuant to Government Code section 87203 may submit a copy of that statement in lieu of any filing required by this code provided that no additional disclosure would be required by this code.

Resolution #25-

Date:

Page 2

Directors:

Hermosillo:

Hopkins:

Farrar-Rivas:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.

APPENDIX A

Disclosure Categories¹

1. All sources of income, gifts, investments and business positions in business entities and all interests in real property. (Persons designated to report in this category shall complete all Form 700 schedules.)
2. Investments and business positions in business entities, gifts and income from sources which provide services, supplies, materials, machinery or equipment of the type utilized by or provided by the Agency.
3. Investments and business positions in business entities, gifts and income from sources, which provide services, supplies, materials, machinery or equipment of the type utilized by or provided by the employee's department or division.

¹ Only investments in and sources of income from business entities, and sources of income (including gifts) which do business in the geographic area of the District, or real property interests located in that area, need to be reported.

APPENDIX B - Revised January 2025~~41~~

Sonoma Valley County Sanitation District

<u>Designated Position</u>	<u>Category</u>
Members, Board of Directors **	1
WA General Manager	1
WA Assistant General Manager	1
WA Deputy Chief Engineer WA Director of Engineering	1 14
WA Deputy Director of Engineering WA Director of Engineering	1 14
WA Chief Engineer	1
WA Division Manager Administrative Services	1
WA Division Manager	
WA Division Manager Environmental Resources	<u>1</u>
Community and Governmental Affairs Employee Engagement Manager	1
WA – Emergency, Project, and Security Manager	<u>1</u>
Administrative Services Officer I	1 14
Administrative Services Officer II	1 14
WA Principal Engineer	2 22
WA Licensed Land Surveyor	3 33
<u>Licensed Land Surveyor</u>	<u>3</u>
WA Environmental Resources Manager	2 22
WA Principal Environmental Specialist	2 22
WA Principal Programs Specialist	2 22
WA Coordinator	2 22
Engineering Programmer Manager	2 22
Consultant	1
WA Operations and Maintenance Manager WA Maintenance Manager	1 14
Department Information Systems Manager	2 22
Department Information Systems Coordinator	2
WA Principal Hydrogeologist	2 22
Risk Management Analyst III	2 22

~~**File with Board of Supervisors (eff. 1/2021)~~

*Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following: The General Manager may determine in writing that a particular consultant, although in 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 the disclosure requirements. The 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.

APPENDIX B - Revised January 2025

Sonoma Valley County Sanitation District

<u>Designated Position</u>	<u>Category</u>
Members, Board of Directors	1
WA General Manager	1
WA Assistant General Manager	1
WA Director of Engineering	1
WA Deputy Director of Engineering	1
WA Division Manager Administrative Services	1
WA Division Manager Environmental Resources	1
Community and Employee Engagement Manager	1
WA – Emergency, Project, and Security Manager	1
Administrative Services Officer I	1
Administrative Services Officer II	1
WA Principal Engineer	2
WA Licensed Land Surveyor	3
Licensed Land Surveyor	3
WA Environmental Resources Manager	2
WA Principal Environmental Specialist	2
WA Principal Programs Specialist	2
WA Coordinator	2
Engineering Programmer Manager	2
Consultant*	1
WA Operations and Maintenance Manager	1
Department Information Systems Manager	2
WA Principal Hydrogeologist	2
Risk Management Analyst III	2

*Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following: The General Manager may determine in writing that a particular consultant, although in 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 the disclosure requirements. The 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.