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Board of Directors

Raymond Tjulander, Chair

Leon Shapiro, Vice Chair

Jane Nye, Director

Janna Orkney, Director

James Wall, Director

February 22, 2021

Board of Directors
Triunfo Water & Sanitation District
Ventura County, California

AMENDMENT OF TRIUNFO WATER & SANITATION DISTRICT'S CONFLICT OF INTEREST CODE

SUMMARY

The Triunfo Water & Sanitation District (TWSD) Board of Directors adopted, as its Conflict of Interest Code (Code), the terms of California Code of Regulations, Title 2, Section 18730. The District is required to review its Conflict of Interest Code biennially in even-numbered years and submit any changes to the Code reviewing body. In addition, any amendments to the Code must be submitted to the same reviewing body for approval.

The Ventura County Board of Supervisors is the code reviewing body for the District and they are required to review and approve TWSD's code for any changes. Due to administrative changes within TWSD as part of its transition, it is necessary to amend the code to reflect newly added positions. In order to assist the County in updating its records, the County Clerk of the Board recommends the TWSD Board review and approve the necessary changes and direct the District Clerk to submit the Conflict of Interest Code Amendment Form with updated documents to the County.

Attached for the Board's consideration is Resolution No. T2021-001 amending the District's 2018 Conflict of Interest Code (reviewed and renewed in August 2020). The changes included are the addition of a Chief Financial Officer, Administrative Program Manager, and Engineering Program Manager. The amended Code includes a revised Exhibit A to list the new positions.

All other positions that were listed in 2018 continue to be the only ones managing TWSD's public investments, as defined in 2 California Code of Regulations section 18701 and Government Code section 87200.

All positions are listed as Category 1, requiring full disclosure of all sources of income, gifts loans, and travel payments; all interests in real property; and all investments and business positions in business entities.

If you have any questions or need additional information, please contact me by phone at (805) 658-4642 or via email at JulietRodriguez@vrzd.com.

FISCAL IMPACT

There is no fiscal impact.


RECOMMENDATION

It is recommended the Board:

- A. Approve and Adopt TWSD Resolution No. 2021-001, establishing the amended 2021 Conflict of Interest Code.
- B. Direct District staff to file the Conflict of Interest Code Amendment Form with the Ventura County Board of Supervisors for approval.
- C. Direct District staff, upon approval of Ventura County Board of Supervisors, to promulgate the 2021 Conflict of Interest Code and ensure that Form 700 Statements of Economic Interests are filed appropriately by the designated staff persons.


JULIET RODRIGUEZ – CLERK OF THE BOARD

REVIEWED AND APPROVED


Mark Norris - General Manager

Attachments: 1. 2018 Conflict of Interest Code (TSD Resolution No. T2018-004) redline version
2. 2021 Conflict of Interest Code (TWSD Resolution No. T2021-001)
3. Conflict of Interest Code Amendment Form

TRIUNFO WATER & SANITATION DISTRICT

RESOLUTION NO. TWSD 202118-0014

A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE TRIUNFO WATER & SANITATION DISTRICT
202118 CONFLICT OF INTEREST CODE

WHEREAS, the Political Reform Act, Government Code Section 81000 et seq., requires local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code Regs., §18730) which contains the terms of a standard Conflict of Interest Code, which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings.

WHEREAS, the terms of the California Code of Regulations, Title 2, Section 18730, and any amendments to it, duly adopted by the Fair Political Practices Commission, are hereby incorporated by reference as the Conflict of Interest Code for the Triunfo Water & Sanitation District, and along with the attached Exhibit A, which designates positions requiring disclosure and Exhibit B, sets forth disclosure categories for each designated position, constitute the Conflict of Interest Code of the Triunfo Water & Sanitation District. Persons holding positions designated in Exhibit A shall file Form 700 Statement of Economic Interests with the Filing Officer specified for that position in Exhibit A.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED, by the Board of Directors of the Triunfo Sanitation District that:

1. The terms of the California Code of Regulations, Title 2, Section 18730, and any amendments to it, duly adopted by the Fair Political Practices Commission, are hereby incorporated by reference as the Amended Conflict of Interest Code for this agency and, along with the attached Exhibit A and Exhibit B in which officials and employees are designated and disclosure categories are set forth, constitute the Conflict of Interest Code of the Triunfo Water & Sanitation District; and
2. Pursuant to Section 4 of the Standard Code, designated employees shall file statements of economic interests with the agency; and
3. Upon receipt of the statements of the members of the Board of Directors, General District Manager, Director of Finance & Administration, Chief Financial Officer, Administrative Program Manager, Engineering Program Manager, and General Counsel, the agency shall make and retain a copy and forward the original of these statements to the County Clerk of Ventura County.
4. Every report and statement filed pursuant to the Conflict of Interest Code is a public record open for public inspection and reproduction subject to Government Code Section 81008.

APPROVED AND ADOPTED this 22nd day of February 2021.

Directors

Raymond Tjulander, Chair
Triunfo Water & Sanitation District Board of

ATTEST:

Juliet Rodriguez
Clerk of the Board

TRIUNFO WATER & SANITATION DISTRICT
202118 CONFLICT OF INTEREST CODE
RESOLUTION NO. TWSD202118-0014

EXHIBIT A

No. of positions	Position Title	Disclosure Categories (From Exhibit B)	Filing Officer
5	Board of Directors	1	County Clerk of the Board
1	General Manager	1	County Clerk of the Board
1	Director of Finance	1	County Clerk of the Board
<u>1</u>	<u>Chief Financial Officer</u>	<u>1</u>	<u>County Clerk of the Board</u>
<u>1</u>	<u>Administrative Program Manager</u>	<u>1</u>	<u>County Clerk of the Board</u>
<u>1</u>	<u>Engineering Program Manager</u>	<u>1</u>	<u>County Clerk of the Board</u>
1	General Counsel	1	County Clerk of the Board

**TRIUNFO WATER & SANITATION DISTRICT
202118 CONFLICT OF INTEREST CODE
RESOLUTION NO. TWSD 202118-0014**

EXHIBIT B

DISCLOSURE CATEGORIES

Subject to the definition set forth in the Political Reform Act and application regulations.

Category 1 - BROADEST DISCLOSURE

- (1) All sources of income, gifts, loans and travel payments;
- (2) All interests in real property; and
- (3) All investments and business positions in business entities.

Category 2 - REAL PROPERTY

All interests in real property, including interests in real property held by business entities and trusts in which the public official holds a business position or has an investment or other financial interest.

Category 3 - LAND DEVELOPMENT. CONSTRUCTION AND TRANSACTION

All investments, business positions and sources of income, gifts, loans and travel payments, from sources which engage in land development, construction, or real property acquisition or sale.

Category 4 - PROCUREMENT

All investments, business positions and sources of income, gifts, loans and travel payments, from sources which provide services, supplies, materials, machinery or equipment which the designated position procures or assists in procuring on behalf of their agency or department.

Category 5 - REGULATION AND PERMITTING

All investments, business positions, and sources of income, gifts, loans and travel payments, from sources which are subject to regulatory, permitting or licensing authority of, or have an application or license pending before, the designated position's agency or department.

Category 6 - FUNDING

All investments, business positions and sources of income, gifts, loans and travel payments, from sources which receive grants or other funding from or through the designated position's agency or department.

TRIUNFO WATER & SANITATION DISTRICT

RESOLUTION NO. TWSD 2021-001

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE TRIUNFO WATER & SANITATION DISTRICT 2021 CONFLICT OF INTEREST CODE

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2. Pursuant to Section 4 of the Standard Code, designated employees shall file statements of economic interests with the agency; and
3. Upon receipt of the statements of the members of the Board of Directors, General Manager, Director of Finance, Chief Financial Officer, Administrative Program Manager, Engineering Program Manager, and General Counsel, the agency shall make and retain a copy and forward the original of these statements to the County Clerk of Ventura County.
4. Every report and statement filed pursuant to the Conflict of Interest Code is a public record open for public inspection and reproduction subject to Government Code Section 81008.

APPROVED AND ADOPTED this 22nd day of February 2021.

Raymond Tjulander, Chair
Triunfo Water & Sanitation District Board of Directors

ATTEST:

Juliet Rodriguez
Clerk of the Board

**TRIUNFO WATER & SANITATION DISTRICT
2021 CONFLICT OF INTEREST CODE
RESOLUTION NO. TWSD 2021-001**

EXHIBIT A

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5	Board of Directors	1	County Clerk of the Board
1	General Manager	1	County Clerk of the Board
1	Director of Finance	1	County Clerk of the Board
1	Chief Financial Officer	1	County Clerk of the Board
1	Administrative Program Manager	1	County Clerk of the Board
1	Engineering Program Manager	1	County Clerk of the Board
1	General Counsel	1	County Clerk of the Board

**TRIUNFO WATER & SANITATION DISTRICT
2021 CONFLICT OF INTEREST CODE
RESOLUTION NO. TWSD 2021-001**

EXHIBIT B

DISCLOSURE CATEGORIES

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Category 3 - LAND DEVELOPMENT, CONSTRUCTION AND TRANSACTION

All investments, business positions and sources of income, gifts, loans and travel payments, from sources which engage in land development, construction, or real property acquisition or sale.

Category 4 - PROCUREMENT

All investments, business positions and sources of income, gifts, loans and travel payments, from sources which provide services, supplies, materials, machinery or equipment which the designated position procures or assists in procuring on behalf of their agency or department.

Category 5 - REGULATION AND PERMITTING

All investments, business positions, and sources of income, gifts, loans and travel payments, from sources which are subject to regulatory, permitting or licensing authority of, or have an application or license pending before, the designated position's agency or department.

Category 6 - FUNDING

All investments, business positions and sources of income, gifts, loans and travel payments, from sources which receive grants or other funding from or through the designated position's agency or department.



CONFLICT OF INTEREST CODE AMENDMENT FORM

Name of Agency: _____

Mailing Address: _____

City: _____ **CA ZIP:** _____

Contact Person: _____

Phone Number: _____

Email Address: _____

This agency has reviewed its Conflict of Interest Code and has determined that an Amendment is required for the following reason(s): (check all that apply)

- Adding new positions that must be designated
- Revising Disclosure Categories
- Revising Titles of existing positions
- Deleting Positions that no longer need to be designated
- Revising Filing Officer designee
- Other (describe): _____

Please submit this form along with the Amended Conflict of Interest Code documents to:

Clerk of the Board's Office
800 S. Victoria Ave. #1920
Ventura, CA 93009

Please contact the Clerk of the Board's Office at (805) 654-2251 or email form700clerk@ventura.org if you have any questions.

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