

CONFLICT OF INTEREST CODE FOR THE GRAVELLY FORD WATER DISTRICT

The Political Reform Act, Government Code Sections 81000, et seq., requires state and local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted Regulatory Regulation, 2 Cal. Code of Regs. Section 18730, which contains the terms of a standard Conflict of Interest Code, which can be incorporated by reference, and which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearing. Therefore, the terms of 2 Cal. Code of Regs. Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission, along with the attached Appendix A in which officials and employees are designated and disclosure categories are set forth, are hereby incorporated by reference and constitute the Conflict of Interest Code of the Gravelly Ford Water District.

The Board of Directors shall file their Conflict of Interest statements with the Clerk of the Madera County Board of Supervisors who is designated as the filing officer for the District Directors by the Cal. Code of Regs. as amended.

The General Manager/Manager and Controller (if any) and the District Engineer (PE & PLS) and certain other consultants (if any) shall file their Conflict of Interest statements with the District.

Statements on file with the District will be available for public inspection and reproduction. (Gov. Code Sections 81008). Required statements for employees will be retained by the District.

Sept 19, 2022

CONFLICT OF INTEREST CODE FOR THE
GRAVELLY FORD WATER DISTRICT
APPENDIX A

General Provisions

1. Investments and business positions in any business entity or sources of income listed under "Reportable Items" of this Appendix A are disclosable if:
 - a. The business entity in which the investment or business position is held is of the type which has contracted with Gravelly Ford Water District within the previous two years; or
 - b. The business entity in which the investment or business position is held is of the type which has contracted within the previous two years to furnish supplies or services as subcontractors in any contract with Gravelly Ford Water District; or
 - c. The sources of income are of the type which have contracted with the District within the previous calendar year; or
 - d. The sources of income are of the type which have contracted within the previous calendar year to furnish supplies or services as subcontractors in any contract with Gravelly Ford Water District.

2. Investments and business positions in any business entity or sources of income which are (1) private water companies, or (2) entities or persons engaged in farming, real estate development, or owners of real estate; and interests in real property are disclosable if held, regardless of any contractual relationship with Gravelly Ford Water District at any time.

Designated Positions

Categories of Interest

Members of the Board

Interest in real property
Office equipment and supplies

General Manager/Manager

Interest in real property
Consulting services
Engineering services

Secretary/Treasurer

Bank/S & L Institutions
Public Utilities

Controller/Auditor

Financial audit services
Insurance services

Consultants, Attorneys (if Consultants as defined in 2 Cal. Code of Regs. Section 18700(a)(2)*)

Printing, reproduction, or photo equipment, services, & supplies
Chemicals
Motor Vehicles and specialty vehicles parts & supplies
Petroleum products
Safety equipment & supplies
Communication services
Water quality testing equipment supplies and services
Business entities owning real property
Engineering services
Employment and temporary help agencies
General and specialty equip. rental
Real estate sales or invest. Firms
Consulting services: of any business related to services used by District

* With respect to Consultants, the Secretary, however, may determine in writing that a Particular Consultant, although a "designated person", is hired to perform a range of duties that are limited in scope and thus is not required to comply with the disclosure requirements described in this Section. Such determination shall include a description of the Consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. Nothing herein excuses any such consultant from any other provision of this Conflict of Interest Code.

**GRAVELLY FORD WATER DISTRICT
RESOLUTION NO. 2022-04**

**RESOLUTION OF THE BOARD OF DIRECTORS OF GRAVELLY FORD
WATER DISTRICT AUTHORIZING INCORPORATION BY REFERENCE OF
THE CONFLICT OF INTEREST CODE AS ADOPTED BY THE FAIR
POLITICAL PRACTICES COMMISSION**

WHEREAS, the political Reform Act, Government Code §8100, et. seq., requires state and local government agencies to adopt and promulgate a Conflict of Interest Codes and

WHEREAS, the Fair Political Practices Commission (FPPC) has adopted Regulation 2 Cal. Code of Regs. Section 18730, which contains the terms of standard model Conflict of Interest Code, which can be incorporated by reference, and which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearing before the FPPC;

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT the terms of 2 Cal. Code of Regs. Section 18730 and any subsequent amendments to it which are duly adopted by the Fair Political Practice Commission, are hereby incorporated by reference and shall now constitute the Conflict of Interest Code of the Gravelly Ford Water District and;

BE IT FURTHER RESOLVED THAT Gravelly Ford's current designated positions requiring the filing of Form 700 in that form's categories A, B, C, D, and E are the directors, general manager, district engineer (PE & PLS), controller/auditor (if any), and periodic consultants, if any (if they make or participate in making decisions which may foreseeably have a material effect on economic interests) in accordance with the Conflict of Interest Code for Gravelly Ford Water District attached Resolution and;

BE IT FURTHER RESOLVED THAT the Designated employees shall file their Form 700 statements of economic interests with the code reviewing body, that is, with the Madera County Clerk of the Board of Supervisors who is designated as the filing officer for the District Directors by the Cal. Code of Regs., as amended. However, the general manager/manager and controller (if any) and the District Engineer (PE & PLS) and certain other consultants (if any) shall file their Conflict of Interest statements with this District.

The foregoing Resolution 2022-04 was duly and regularly adopted by the Board of Directors of the Gravelly Ford Water District at the meeting of September 19, 2022 upon the motion of Director D. Kirk, seconded by Director M. Naito upon the following vote:

Directors Voting Aye : D. Kirk, N. Davis, M. Naito, P. Stewart, S. Kirk
Directors Voting No : NONE
Directors Abstaining: NONE
Directors Absent: NONE



Seth Kirk, President


Attest:



Diane Kirk, Secretary

CERTIFICATE OF SECRETARY The undersigned duly appointed Deputy Secretary of the Board of Directors of the Gravelly Ford Water District hereby certifies that the foregoing is a full, true and correct copy of Resolution No. 2022-04 adopted September 19, 2022.

IN WITNESS WHEREOF, I have set my hand this 19th day of September 2022.



Don Roberts, Deputy Secretary



2024 Local Agency Biennial Notice

Name of Agency: _____

Mailing Address: _____

Contact Person: _____ Phone No. _____

Email: _____ Alternate Email: _____

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict of interest code and has determined that (*check one BOX*):

An amendment is required. The following amendments are necessary:

(*Check all that apply.*)

- Include new positions
- Revise disclosure categories
- Revise the titles of existing positions
- Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- Other (*describe*) _____

The code is currently under review by the code reviewing body.

No amendment is required. (If your code is over five years old, amendments may be necessary.)

Verification (to be completed if no amendment is required)

This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.

Signature of Chief Executive Officer

Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 1, 2024**, or by the date specified by your agency, if earlier, to:

(PLACE RETURN ADDRESS OF CODE REVIEWING BODY HERE)

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

2024 Conflict of Interest Code Biennial Notice Instructions for Local Agencies

The Political Reform Act requires every local government agency to review its conflict of interest code biennially. A conflict of interest code tells public officials, governmental employees, and consultants what financial interests they must disclose on their Statement of Economic Interests (Form 700).

By **July 1, 2024**: The code reviewing body must notify agencies and special districts within its jurisdiction to review their conflict of interest codes.

By **October 1, 2024**: The biennial notice must be filed with the agency's code reviewing body.

The FPPC has prepared a 2024 Local Agency Biennial Notice form for local agencies to complete or send to agencies within its jurisdiction to complete before submitting to the code reviewing body. The City Council is the code reviewing body for city agencies. The County Board of Supervisors is the code reviewing body for county agencies and any other local government agency whose jurisdiction is determined to be solely within the county (e.g., school districts, including certain charter schools). The FPPC is the code reviewing body for any agency with jurisdiction in **more than one county** and will contact them.

The Local Agency Biennial Notice is not forwarded to the FPPC.

If amendments to an agency's conflict of interest code are necessary, the amended code must be forwarded to the code reviewing body for approval within 90 days. An agency's amended code is not effective until it has been approved by the code reviewing body.

If you answer yes, to any of the questions below, your agency's code probably needs to be amended.

- Is the current code more than five years old?
- Have there been any substantial changes to the agency's organizational structure since the last code was approved?
- Have any positions been eliminated or re-named since the last code was approved?
- Have any new positions been added since the last code was approved?
- Have there been any substantial changes in duties or responsibilities for any positions since the last code was approved?

If you have any questions or are still not sure if you should amend your agency's conflict of interest code, please contact the FPPC. Additional information including an online webinar regarding how to amend a conflict of interest code is available on [FPPC's website](#).