

**MWD**

METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA

September 27, 1993

To: Board of Directors (Legal and Claims Committee--Action)
 (Organization and Personnel Comm.--Action)

From: General Counsel

Subject: Amendment of Conflict of Interest and Disclosure of Personal
 Finances Code

Report

The District's Conflict of Interest and Disclosure of Personal Finances Code (Conflict of Interest Code) was adopted by the Board and approved by the Fair Political Practices Commission as required by the Political Reform Act. It is necessary to amend the District's Conflict of Interest Code to maintain compliance with the Political Reform Act of 1974 because of significant changes which have been made in the organization of the District since the Conflict of Interest Code was last amended.

Any amendment to the District's Conflict of Interest Code must be approved by the Fair Political Practices Commission. Title 2, California Code of Regulations, section 18750.1 requires that the District establish a 45-day public comment period regarding proposed amendments to its Conflict of Interest Code. August 13, 1993 to September 27, 1993 was designated as the public comment period. During the comment period, the Chief Engineer pointed out changes in the organization of that division affecting the Conflict of Interest Code. No other comments were received during this public comment period.

The reasons for the proposed changes to the Conflict of Interest Code are described in some detail in Attachment C, but in summary they include the formation of the Environmental Compliance Division, the creation of a number of new positions and various changes in responsibilities, titles and job descriptions. Disclosure requirements for certain long-established positions have been edited and in some instances expanded to more appropriately reflect compliance with the intent of the Political Reform Act disclosure provisions. The disclosure categories for directors, which reflect the disclosure requirements of the other positions covered by the

Code, have also been edited and expanded to reflect the changes and additions made to other positions covered by the Conflict of Interest Code.

If the amendments proposed are approved by your Board, the Conflict of Interest Code will read as set forth in Attachment A. The amended Conflict of Interest Code will then be forwarded to the Fair Political Practices Commission for final approval. The proposed revisions are shown by underscoring and strikeovers in Attachment B.

Board Committee Assignments

This letter is referred for action to:

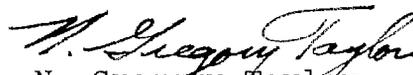
The Legal and Claims Committee because of its authority to make recommendations with regard to the organization and contents of the Code, pursuant to Administrative Code Section 2461(h); and

The Organization and Personnel Committee because of its authority to make recommendations with regard to the form of the District's organization and the flow of authority and responsibility, pursuant to Administrative Code Section 2471(a).

Recommendation

LEGAL AND CLAIMS COMMITTEE AND ORGANIZATION AND PERSONNEL COMMITTEE FOR ACTION.

That sections 7100 and 7200 through 7216 of the MWD Administrative Code be amended, and section 7217 be added, to read as set forth in Attachment A to this letter.


N. Gregory Taylor

SES:pmsm
confl-bd

Attachments

Attachment A

Division VII

**CONFLICT OF INTEREST AND DISCLOSURE OF PERSONAL
FINANCES CODE**

| Chapter | Sec. |
|--------------------------------------------------------------|------|
| 1 General Requirements | 7100 |
| 2 Designated Positions and Categories of Disclosure Index | 7200 |

Chapter 1

GENERAL REQUIREMENTS

| | |
|-------|-------------------------------------------------------------|
| Sec. | |
| 7100. | Incorporation of Title 2, California Code of Regulations |
| 7105. | Filing of Statements of Economic Interests |
| 7110. | Opinions of the General Counsel |

**§ 7100. Incorporation of Title 2, California Code of
Regulations.**

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, Title 2, California Code of Regulations, 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 hearings. Therefore, the terms of Title 2, California Code of Regulations, Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission, along with Sections 7200 through 7217 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 Metropolitan Water District of Southern California.

§ 7105. Filing of Statements of Economic Interests.

Pursuant to Section 4(A) of the standard Code, designated employees shall file statements of economic interests with the

agency. Upon receipt of the statements of directors, the agency shall make and retain a copy and forward the original of these statements to the Fair Political Practices Commission.

§ 7110. Opinions of the General Counsel.

(a) Opinion Requests. - Any designated employee who is unsure of any right or obligation arising under this Code may request an opinion from the General Counsel of Metropolitan or the Fair Political Practices Commission.

(b) Evidence of Good Faith. - If an opinion is rendered by the General Counsel of Metropolitan, stating in full the facts and the law upon which the opinion is based, compliance by a designated employee with such opinion may be evidence of good faith in any civil or criminal proceeding brought pursuant to the Political Reform Act of 1974 or this Code. The designated employee's good faith compliance with the opinion of the General Counsel shall also act as a complete defense to any disciplinary action that Metropolitan may bring under Section 91003.5 of said Act or this Code.

Chapter 2

**DESIGNATED POSITIONS AND CATEGORIES
OF DISCLOSURE INDEX**

| | |
|-------|-----------------------------------------------|
| Sec. | |
| 7200. | General Provisions |
| 7201. | Officers of the District |
| 7202. | Administrative Services Division |
| 7203. | Finance Division |
| 7204. | Operations Division |
| 7205. | Engineering Division |
| 7206. | Personnel Division |
| 7207. | Public Affairs Division |
| 7208. | Planning Division |
| 7209. | Right of Way and Land Division |
| 7210. | Resources Division |
| 7211. | Information Systems Division |
| 7212. | State Water Project and Conservation Division |
| 7213. | Water Quality Division |
| 7214. | Environmental Compliance Division |
| 7215. | Office of the General Manager |
| 7216. | Legal Department |
| 7217. | Consultants |

§ 7200. General Provisions

(a) Investments and business positions in any business entity or sources of income listed in Column II of Sections 7201 through 7217 are disclosable if:

(1) The business entity in which the investment or business position is held is of the type which has contracted with Metropolitan within the previous two years; or

(2) The business entity in which the investment or business position is held is of the type which has furnished supplies or services as a subcontractor under any contract with Metropolitan within the previous two years; or

(3) The source of income is of the type which has contracted with Metropolitan within the previous two years; or

(4) The source of income is of the type which has furnished supplies or services as a subcontractor under any contract with Metropolitan within the previous two years.

(b) Where real property is made reportable in Column II of Sections 7201 through 7217, designated employees within Section 7201(a) shall report as an interest in real property any undeveloped real property located within Metropolitan's jurisdiction. For this purpose, "undeveloped real property" is defined as real property for which there are no current water connections available from Metropolitan to the retail supplier of water and such water connections would be necessary to provide a water supply to the property, or for which larger water delivery facilities from Metropolitan are required before increased water service can be provided for a presently contemplated change in the use to which the property is put.

Where real property is made reportable all designated employees shall disclose any interests in real property within two miles of any Metropolitan land if, within the previous two years, Metropolitan has engaged in a real property transaction or a change in use designation of that land or if Metropolitan has under active consideration, such a transaction or change in designation affecting or involving that land at the time of filing.

(c) A designated employee must disclose that the designated employee is a director, officer, partner, trustee, employee, or holds any position of management in a business entity listed in Column II of Sections 7201 through 7217 doing business within Metropolitan's jurisdiction and which is of the type which has contracted with Metropolitan or has furnished supplies or

services as a subcontractor under any contract with Metropolitan within the previous two years.

| Column I | Column II |
|-----------------------------------------|------------------------------------------------------------------------------------------------------|
| PUBLIC OFFICIALS DESIGNATION | TYPE OF BUSINESS ENTITY INVESTMENT, BUSINESS POSITION, SOURCE OF INCOME OR REAL PROPERTY DISCLOSABLE |
| § 7201. Officers of the District | |
| (a) | |
| Directors | |
| General Manager | 1. Office equipment and supplies |
| General Counsel | 2. Banks and savings and loan institutions |
| Assistant General Manager | 3. Securities dealers |
| Assistant General Counsel | 4. Real property |
| Chief Engineer | 5. Public utilities |
| Director of Finance | 6. Financial audit services |
| Chief of Operations | 7. Insurance services |
| Auditor | 8. Computer equipment, services and supplies |
| Assistant Auditor | 9. Printing, reproduction, or photographic equipment services, and supplies |
| | 10. Periodicals, books, newspapers |
| | 11. Chemicals |
| | 12. Motor vehicles and specialty vehicles, parts and supplies |
| | 13. Construction and maintenance equipment, services, and supplies |
| | 14. Petroleum products |
| | 15. Transportation and lodging services |
| | 16. Safety and security equipment and supplies |
| | 17. Security services |
| | 18. Food services and supplies |
| | 19. Communication services |
| | 20. Water quality testing equipment, supplies and services |
| | 21. Cathodic protection |

- equipment, services
and supplies
- 22. Engineering services
- 23. Employment and temporary
help agencies
- 24. Educational equipment,
services and supplies
- 25. Medical supplies,
services and
informational materials
- 26. Landscape services and
supplies
- 27. Typographical services
- 28. Four-color separations
- 29. General and specialty
equipment rentals
- 30. Real estate sales
and investment firms
- 31. Consulting services:
legal, energy and
power, engineering,
soil testing, water
treatment, data
processing, computers,
doctors, labor
relations, employee
training, advertising,
communications,
design, art work, audio
visual, movie
productions, planning,
water pricing and
demand, water
resources, economists
desalting, financial
environmental,
appraisers,
investments, hazardous
waste disposal
- 32. Title insurance and
escrow services
- 33. Farming
- 34. Private water companies
- 35. Electrical generating
equipment and supplies
- 36. Electrical equipment and
supplies
- 37. Real estate development
firms
- 38. Any business entity
selling or leasing real

property to, or
purchasing or leasing
real property from
the District

(b)

Treasurer

Controller

1. Banks and savings and
loan institutions
2. Securities dealers
3. Consulting services
(investments,
financial)
4. Financial audit services

(c)

Deputy General Counsel
(Including Senior Deputy
General Counsel)

See Section 7216

(d)

Executive Secretary

1. Transportation and
lodging services

§ 7202. Administrative Services Division

(a)

Director of Administrative
Services
Assistant Director
Administrative Services

1. Periodicals, books and
newspapers
2. Graphic services and
supplies
3. Real estate sales
and investment firms
4. Real estate development
firms
5. Same as other categories
in Section 7202

(b) Office Services Branch

(1)

Office Services Manager

1. Printing equipment,
services and supplies
2. Copying equipment,
services and supplies
3. Photographic equipment,
services and supplies
4. Blueprint equipment,
services and supplies
5. Periodicals, books and
newspaper publishers

6. Microfilm equipment,
services and supplies

(2)

Manager Graphic Services
Graphics Supervisor

1. Graphic Arts Service

(c) Purchasing and Stores Branch

(1)

Manager, Purchasing and
Stores

1. Chemicals
2. Process equipment
3. Motor vehicles and
specialty vehicles,
parts and supplies
4. Pipes, valves, fittings,
pumps, and meters
5. Electrical equipment,
parts and supplies
6. Construction and
building equipment and
supplies
7. Petroleum products
8. Hardware tools and
supplies
9. Printing or reproduction
equipment, supplies
and services
10. Transportation companies
11. Public utilities
12. Computer equipment,
services and supplies
13. Safety equipment and
supplies
14. Publishing services
15. Guard and maintenance
services
16. Food services and
supplies
17. Hotels and motels
18. Office equipment and
supplies
19. Maintenance supplies
20. Periodical, book and
newspaper supplies
21. Telecommunications
services and supplies

Assistant Manager,
Purchasing and Stores

Principal Buyer

Senior Buyer

Buyer

Junior Buyer

(2)
Principal Clerks -
Transportation Services

1. Transportation companies
2. Motels and hotels

(3)
Superintendent of Stores
Material System Supervisor

1. Motor vehicle supplies
2. Pipes, valves, fittings,
pumps and meters
3. Electrical supplies
4. Construction supplies
5. Hardware, tools, and
supplies
6. Safety equipment and
supplies
7. Office equipment and
supplies
8. Chemicals
9. Maintenance supplies
10. Telecommunications
supplies

(d) Headquarters Building
Services Branch

Headquarters Services
Manager

1. Office equipment and
supplies
2. Maintenance services
3. Food service and
supplies
4. Maintenance supplies
5. Landscape services and
supplies

§ 7203. Finance Division

(a)
Assistant Director of
Finance
Manager of Financial
Services
Assistant Manager of
Financial Services

1. Banks and savings and
loan institutions
2. Financial audit services
3. Consulting services
(investments,
and financial)
4. Securities dealers

(b)
Assistant Treasurer

1. Banks and savings and
loan institutions
2. Securities dealers

Deputy Treasurer

1. Consulting services
(financial,
investments)

(c)

Risk Manager

1. Consulting services
(insurance)
2. Insurance companies
3. Safety and security
equipment and supplies
4. Security services

§ 7204. Operations Division

(a) Headquarters

(1)

Assistant Chief of
Operations

1. Public utilities
2. Construction and
building equipment
and supplies
3. Real property
4. Chemicals
5. Pipes, valves, fittings,
pumps, meters,
equipment and supplies
6. Motor vehicles and
specialty vehicles,
and supplies
7. Petroleum products
8. Communication services
9. Water quality testing
equipment, services
and supplies
10. Guard and maintenance
service
11. Food service and
supplies
12. Safety equipment and
supplies
13. Electrical equipment,
parts and supplies
14. Hardware, tools and
supplies
15. Solar energy equipment
16. Airplane equipment and
supplies
17. Consulting services
(energy and power,
water treatment)
18. Maintenance supplies
19. Telecommunications
supplies

(2)
Regional Operations Managers

Principal Engineer -
Maintenance Branch

1. Public utilities
2. Construction and building equipment and supplies
3. Real property within region of operational responsibility
4. Chemicals
5. Pipes, valves, fittings, pumps, meters, equipment and supplies
6. Motor vehicles and specialty vehicles parts and supplies
7. Safety equipment and supplies
8. Hardware, tools and supplies
9. Communication services and supplies
10. Electrical equipment, parts and supplies
11. Solar energy equipment
12. Food services and supplies
13. Airplane equipment and services
14. Guard and maintenance services
15. Consultants (Engineering)

(3)
Special Projects
Administrator

1. Public utilities
2. Construction & building equipment & supplies
3. Real property
4. Pipes, valves, fittings, pumps, meters equipment and supplies
5. Consultants (engineering)
6. Private water companies

(b) Eastern and Western Regions

(1)
Area Superintendent

Asst. Area Superintendent

1. Construction and building supplies
2. Chemicals
3. Pipes, valves, fittings,

- pumps, meters, supplies
- 4. Motor vehicles, parts and supplies
- 5. Safety equipment and supplies
- 6. Hardware, tools and supplies
- 7. Electrical parts and supplies
- 8. Maintenance supplies
- 9. Security equipment and services

(c) Desert Region

(1)

Superintendent of Pump Plants

- 1. Construction and building supplies
- 2. Chemicals
- 3. Pipes, valves, fittings, pumps, meters, supplies
- 4. Safety and security equipment, supplies and services
- 5. Motor vehicle parts and supplies
- 6. Hardware supplies
- 7. Electrical parts and supplies
- 8. Maintenance supplies

Assistant Superintendent of Pump Plants

(2)

Area Superintendent

- 1. Same as Section 7204(c)(1)
- 2. Airplane equipment and services
- 3. Food services and supplies

Asst. Area Superintendent

(3)

Senior Electronic Technicians

- 1. Electrical and electronic parts and supplies

(d) Operations Planning Section
Senior Engineer

- 1. Public utilities

(e) Systems Operations Branch
System Operation Manager

- 1. Public utilities

(f) Operations Services Branch

Operations Services Manager

1. Public utilities
2. Construction and building equipment and supplies
3. Real property
4. Pipes, valves, fittings, pumps, meters, equipment and supplies
5. Communication services
6. Consultants (engineering, security and communications)

(g) Maintenance Region

Area Superintendent

Assistant Area Superintendent

1. Construction and building supplies
2. Pipes, valves, fittings, pumps, meters, and supplies
3. Motor vehicle equipment, supplies
4. Safety equipment and supplies
5. Hardware, tools, supplies
6. Electrical parts, equipment and supplies
7. Maintenance supplies
8. Security services and supplies
9. Equipment, tools, supplies, and material fabrication
10. Consultants (Energy and Power, fabrication-Engineering)

(h) Control Systems Branch

(1)

Control Systems Manager

1. Electronics supplies and equipment

2. Computer software and materials
3. Digital and Analog measurement, transmission, and recording instrument, equipment and supplies
4. Consultants (Data processing, electronics, engineering)

(2)
Control Systems Design
Section
Senior Engineer

1. Electronics supplies and equipment
2. Computer software and materials
3. Communications equipment and supplies
4. Digital and analog measurement, transmission, and
5. Consultants (data processing, electronics, engineering)

(3)
Communications Section
Senior Engineering
Technician

1. Communications services and supplies
2. Consultants (engineering)

(i) Chief Special Agent

1. Consulting services (security)
2. Investigative security services
3. Security equipment

§ 7205. Engineering Division

(a)
Assistant Chief Engineer

Engineering Program Manager

1. Motor vehicles and specialty vehicles, parts and supplies
2. Construction and building equipment and supplies
3. Consultants (legal, engineering, soil testing, geology, and computers)

4. Pipes, valves, fittings, pumps, meters, equipment and supplies
5. Safety equipment and supplies
6. Construction firms
7. Soil testing equipment, services and supplies
8. Surveying equipment, services and supplies
9. Real property
10. Cathodic protection equipment, services and supplies
11. Concrete testing equipment, services and supplies
12. Public utilities
13. Equipment services
14. Soil tests, compaction and other agreements on grading requirements

(b)

Principal Engineer-
 Contract Administration
 Field Inspection
 Technical Support

1. Construction and building equipment and supplies
2. Consulting services (legal, engineering, and soil testing)
3. Pipes, valves, fittings, pumps, meters
4. Safety equipment and supplies
5. Construction firms
6. Soil testing equipment, services and supplies
7. Surveying equipment, services and supplies
8. Cathodic protection equipment, services and supplies
9. Concrete testing equipment, services and supplies

(c) Office Engineering Branch

Principal Engineer - Office
Engineering

1. Construction and building equipment and supplies
2. Pipes, valves, fittings, pumps, meters, equipment and supplies
3. Printing and reproduction services
4. Newspapers, books and periodicals

(d) Civil Engineering Branch

Principal Engineer - Civil

1. Construction and building equipment and supplies
2. Pipes, valves, fittings, pumps, meters, equipment and supplies
3. Real property
4. Public utilities
5. Consulting services (engineering, soil testing)

(e) Electrical Engineering Branch

Principal Engineer -
Electrical

1. Construction and electrical equipment and services
2. Public utilities
3. Consulting services (engineering)

(f) Structural Engineering Branch

Principal Engineer -
Structural

1. Construction and building equipment and supplies
2. Consulting services (engineering and soil testing)

(g) Safety of Dams and Hydraulics Branch

Principal Engineer - Safety
of Dams and Hydraulics

1. Engineering services
2. Real property
3. Private water companies

(h) Mechanical Engineering Branch

Principal Engineer -
Mechanical

1. Construction and building equipment and supplies
2. Pipes, valves, fittings, pumps, meters, equipment and supplies
3. Safety equipment and supplies
4. Engineering services
5. Consulting services (engineering)
6. Printing and reproduction services
7. Electrical and electronic equipment, instrumentation and supplies
8. Real property

(i) Special Projects Engineering Branch

Principal Engineer
Special Projects

1. Construction and building equipment and supplies
2. Pipes, valves, fittings, pumps, meters, equipment and supplies
3. Safety equipment and supplies
4. Engineering services
5. Consulting services (engineering)
6. Printing and reproduction services
7. Real property
8. Soil testing equipment services and supplies
9. Public utilities

§ 7206. Personnel Division

(a)

Director of Personnel

Assistant Director of
Personnel

Employee Relations
Administrator

Manager, Personnel
Services

1. Employment agencies
2. Advertising services
3. Newspapers, books and periodicals
4. Medical services and supplies
5. Consulting services (doctors, labor relations, safety, security)
6. Employee training equipment and supplies (electronic, visual, radio)
7. Investigative, security services
8. Security equipment
9. Insurance services

(b)

Supervising Nurse Practitioner

1. Medical services and supplies
2. Consulting services (doctors)

§ 7207. Public Affairs Division

(a)

Director of Public
Affairs

Same as the General Manager
(See Section 7201(a))

Senior Assistant
Director of Public Affairs

(b)

Principal Public Affairs
Representative (Education
Programs)

1. Newspapers, books, periodicals
2. Educational equipment, services and supplies
3. Consulting services (communications, design, art work, audio visual)

- (c)
Principal Public Affairs
Representative (Community
Relations)
1. Newspapers, books and periodicals
 2. Hotel and motel accommodations, restaurants, bus and airline charter
- (d)
Principal Public Affairs
Representative
(Publications)
1. Newspapers, books and periodicals
 2. Art supplies
 3. Typographical services
 4. Paper supplies
 5. Four-color separations service
 6. Printing services
 7. Consulting services (advertising, communications, design, art work, audio visual movie production)
- (e)
Principal Public Affairs
Representative (Media)
1. Advertising services
 2. Audio or visual aids
 3. Newspapers, books and periodicals
 4. Consulting services (advertising, communications, audio visual, movie productions)
- (f)
Principal Government
Relations Representative
- Senior Government
Relations Representative
- Government Relations
Representative
1. Hotel and motel accommodations, restaurants, bus and airline charter
 2. General and specialty equipment rentals
 3. Employment agencies
 4. Consultants (public relations)
 5. Newspapers, books and periodicals

§ 7208. Planning Division

(a)

Director of Planning

Assistant Director of
Planning

1. Real property
2. Public utilities
3. Consulting services
(planning, water
pricing and demand,
water resources,
economists, energy and
power, desalting,
environmental)

(b) Environmental Branch

Manager of Environmental
Affairs

1. Real property
2. Consulting services
(planning, water
resources,
environmental)

(c) Water Supply and Demand Branch

Senior Engineer

1. Real property
2. Consulting services
(planning, water
resources,
environmental)

§ 7209. Right of Way and Land Division

(a)

Director of Right of Way
and Land

Assistant Director of Right
of Way and Land

1. Real property
2. Consulting services
(appraisers)
3. Real estate and
investment
firms
4. Any business entity
selling or leasing
real property to, or
purchasing or leasing
real property from
Metropolitan
5. Title insurance
and escrow services
6. Real estate
development firms

- (b)
- Real Property
Branch Manager
- Principal Real
Estate Representative
1. Real property
 2. Consulting services (appraisers)
 3. Real estate and investment firms
 4. Any business entity selling or leasing real property to, or purchasing or leasing real property from Metropolitan
 5. Real estate development firms
- (c)
- Senior Real Estate
Representative
(Contract Procurement)
- Real Estate
Representative
(Contract Procurement)
1. Real property
 2. Consulting services (appraisers)
- (d)
- Engineering
Branch Manager
- Principal Engineering
Technician
- Engineer
1. Title insurance and escrow services
 2. Consulting services (engineering and survey)
- (e)
- Senior Engineering
Technician
(Contract procurement,
escrow and appraisal matters)
- Assistant Engineer
(Contract procurement,
escrow, and appraisal
matters)
1. Consulting services (engineering and survey)

(f)

Senior Real Estate
Representative
(Title and escrow
matters)

1. Title Insurance and
escrow services

Real Estate Representative
(Title and escrow
matters)

§ 7210. Resources Division

(a)

Director of Resources

1. Public utilities
2. Engineering services
3. Real property
4. Farming
5. Private water companies
6. Real estate development
firms
7. Construction and
maintenance equipment,
services and supplies
8. Consulting services
(energy and power,
engineering,
environmental,
financial, planning,
desalting, water
pricing and demand,
water resources)

Associate Director
of Resources

(b) Colorado River Resources Branch

Principal Engineer

1. Public utilities
2. Engineering services
3. Farming
4. Construction and
maintenance equipment,
services and supplies
5. Consulting services
(energy and power)

Senior Engineer

(c) Power Operations Branch

Principal Engineer

1. Public utilities
2. Consulting services
(energy and power)

Senior Engineer

(d) Power Contracts Branch

Principal Engineer

1. Public utilities
2. Consulting services
(energy and power)

Senior Engineer

(e) Regional Groundwater
Resources Branch

Principal Engineer

1. Real property
2. Farming
3. Consulting services
(engineering, planning,
environmental,
financial)
4. Public utilities
5. Private water companies
6. Engineering services
7. Construction and
maintenance equipment,
services and supplies

(f) Reclaimed Water and Resource
Management Branch

Principal Engineer

1. Real property
2. Farming
3. Consulting services
(engineering, planning,
environmental,
financial)
4. Public utilities
5. Private water companies
6. Engineering services
7. Construction and
maintenance equipment,
services and supplies

Senior Engineer

§ 7211. Information Systems Division

Director, Information Services

1. Computer equipment,
services and supplies
2. Communication services
3. Consulting services
(data processing,
computers,
communications)

Assistant Director, Information
Services

Manager, Information Systems

Manager, Data Processing

Manager, Communications

Manager, User Services

Manager, Projects Management

§ 7212. State Water Project and Conservation Division

- (a) Director, State Water Project and Conservation
- Associate Director, State Water Project and Conservation
- Principal Resource Specialist
1. Real property
 2. Public utilities
 3. Construction and maintenance equipment, services and supplies
 4. Engineering services
 5. Real estate development firms
 6. Farming
 7. Consulting services (engineering, environmental, financial, energy and power, water resources, water pricing and demand)
- (b) Bay-Delta Branch
- Manager, Bay-Delta Affairs
1. Consulting services (engineering and environmental)
- (c) State Water Project Branch
- Principal Engineer
1. Real estate development firms
 2. Farming
 3. Consulting services (engineering, environmental, financial and energy and power)
- (d) Water Exchanges and Transfer Branch
- Principal Resource Specialist
1. Real estate development firms
 2. Farming
 3. Consulting services (energy, environmental and water resources)

(e) Water Conservation Branch

Water Conservation Manager

1. Construction and maintenance equipment, services and supplies
2. Consultant services (energy, and power, environmental, water resources and water pricing and demand)

§ 7213. **Water Quality Division**

(a)

Director of Water Quality

Associate Director of Water Quality

Water Purification Engineer

1. Chemicals
2. Pipes, valves, fittings, pumps, meters, equipment and supplies
3. Safety equipment and supplies
4. Water quality testing, equipment, supplies and services
5. Consultants (water quality)

(b)

Water Quality Laboratory Manager

1. Chemicals
2. Safety equipment and supplies
3. Water quality testing, equipment, supplies and services
4. Consultants (water quality)

§ 7214. **Environmental Compliance Division**

(a)

Director, Environmental Division

1. Consulting services (legal, environmental, legislative, health and safety, hazardous waste disposal)
2. Construction and maintenance equipment

3. Safety and security equipment and suppliers
4. Communication services
5. Educational equipment, services and supplies

(b) Manager, Environmental Safety Health

1. Medical services and supplies
2. Consulting services (safety, doctors)

§ 7215. Office of the General Manager

(a)

Legislative Representative - Sacramento

Same as the General Manager (See Section 7201(a))

Senior Government Representative - Sacramento

(b)

Executive Assistant to the General Manager

Same as the General Manager (See Section 7201(a))

(c)

Executive Assistant for Strategic Policy Development

Same as the General Manager (See Section 7201(a))

(d)

Minority Business Enterprise/Women's Business Enterprise Program Administrator

Same as the General Manager (See Section 7201(a))

§ 7216. Legal Department

(a)

Deputy General Counsel - Real Property Matters

1. Real property
2. Consulting services (appraisers, eminent domain legal services)
3. Real estate sales and investment services
4. Title insurance or escrow services
5. Any business entity selling or leasing real property to, or purchasing or leasing real property from Metropolitan

(b)

Deputy General Counsel -
Purchasing Matters

1. Office equipment and supplies
2. Insurance services
3. Computer equipment, services and supplies
4. Printing, reproduction, or photographic equipment, services and supplies
5. Periodicals, books, newspapers
6. Chemicals
7. Motor vehicles and specialty vehicles, parts and supplies
8. Construction and maintenance equipment, services and supplies
9. Petroleum products
10. Safety equipment and supplies
11. Security services
12. Food services and supplies
13. Communication services
14. Water quality testing equipment, supplies and services
15. Cathodic protection equipment, service and supplies
16. Engineering services
17. Employment and temporary help agencies
18. Educational equipment, services and supplies
19. Medical supplies, services and informational materials
20. Landscape services and supplies
21. Typographical services
22. General and specialty equipment rentals
23. Consulting services (legal and engineering)

- (c)
Deputy General Counsel -
Contracting Matters
1. Insurance services
 2. Construction and maintenance equipment, services and supplies
 3. Engineering services
 4. Landscape services and supplies
 5. General and specialty equipment rentals
- (d)
Deputy General Counsel -
Risk Management Matters
1. Insurance services
- (e)
Deputy General Counsel -
Personnel Matters
1. Consulting services (insurance)
- (f)
Deputy General Counsel -
Financial Matters
1. Banks and saving and loan institutions
 2. Securities dealers
 3. Financial audit services
 4. Consulting services (bond counsel-legal services, investments, financial)

§ 7217. Consultants.

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 limitation:

The General Manager may determine in writing that a particular consultant, 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 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 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.

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Attachment B

Division VII

**CONFLICT OF INTEREST AND DISCLOSURE OF PERSONAL
FINANCES CODE**

| Chapter | Sec. |
|--------------------------------------------------------------|------|
| 1 General Requirements | 7100 |
| 2 Designated Positions and Categories of Disclosure Index | 7200 |

Chapter 1

GENERAL REQUIREMENTS

| | |
|-------|----------------------------------------------------------|
| Sec. | |
| 7100. | Incorporation of Title 2, California Code of Regulations |
| 7105. | Filing of Statements of Economic Interests |
| 7110. | Opinions of the General Counsel |

§ 7100. Incorporation of Title 2, California Code of Regulations.

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, Title 2, California Code of Regulations, 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 hearings. Therefore, the terms of Title 2, California Code of Regulations, Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission, along with Sections 7200 through 72147 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 Metropolitan Water District of Southern California.

§ 7105. Filing of Statements of Economic Interests.

Pursuant to Section 4(A) of the standard Code, designated employees shall file statements of economic interests with the agency. Upon receipt of the statements of directors, the agency

shall make and retain a copy and forward the original of these statements to the Fair Political Practices Commission.

§ 7110. Opinions of the General Counsel.

(a) Opinion Requests. - Any designated employee who is unsure of any right or obligation arising under this Code may request an opinion from the General Counsel of Metropolitan or the Fair Political Practices Commission.

(b) Evidence of Good Faith. - If an opinion is rendered by the General Counsel of Metropolitan, stating in full the facts and the law upon which the opinion is based, compliance by a designated employee with such opinion may be evidence of good faith in any civil or criminal proceeding brought pursuant to the Political Reform Act of 1974 or this Code. The designated employee's good faith compliance with the opinion of the General Counsel shall also act as a complete defense to any disciplinary action that Metropolitan may bring under Section 91003.5 of said Act or this Code.

Chapter 2

**DESIGNATED POSITIONS AND CATEGORIES
OF DISCLOSURE INDEX**

| | |
|---------------------|-----------------------------------------------|
| Sec. | |
| 7200. | General Provisions |
| 7201. | Officers of the District |
| 7202. | Administrative Services Division |
| 7203. | Finance Division |
| 7204. | Operations Division |
| 7205. | Engineering Division |
| 7206. | Personnel Division |
| 7207. | Public Affairs Division |
| 7208. | Planning Division |
| 7209. | Right of Way and Land Division |
| 7210. | Resources Division |
| 7211. | Information Systems Division |
| 7212. | State Water Project and Conservation Division |
| 7213. | Water Quality Division |
| <u>7214.</u> | <u>Environmental Compliance Division</u> |
| 7214 ⁵ . | Office of the General Manager |
| 7215 ⁶ . | Legal Department |
| 7216 ⁷ . | Consultants |

§ 7200. General Provisions

(a) Investments and business positions in any business entity or sources of income listed in Column II of Sections 7201 through 72167 are disclosable if:

(1) The business entity in which the investment or business position is held is of the type which has contracted with Metropolitan within the previous two years; or

(2) The business entity in which the investment or business position is held is of the type which has furnished supplies or services as a subcontractor under any contract with Metropolitan within the previous two years; or

(3) The source of income is of the type which has contracted with Metropolitan within the previous two years; or

(4) The source of income is of the type which has furnished supplies or services as a subcontractor under any contract with Metropolitan within the previous two years.

(b) Where real property is made reportable in Column II of Sections 7201 through 72167, designated employees within Section 7201(a) shall report as an interest in real property any undeveloped real property located within Metropolitan's jurisdiction. For this purpose, "undeveloped real property" is defined as real property for which there are no current water connections available from Metropolitan to the retail supplier of water and such water connections would be necessary to provide a water supply to the property, or for which larger water delivery facilities from Metropolitan are required before increased water service can be provided for a presently contemplated change in the use to which the property is put.

Where real property is made reportable all designated employees shall disclose any interests in real property within two miles of any Metropolitan land if, within the previous two years, Metropolitan has engaged in a real property transaction or a change in use designation of that land or if Metropolitan has under active consideration, such a transaction or change in designation affecting or involving that land at the time of filing.

(c) A designated employee must disclose that the designated employee is a director, officer, partner, trustee, employee, or holds any position of management in a business entity listed in Column II of Sections 7201 through 72167 doing business within Metropolitan's jurisdiction and which is of the type which has contracted with Metropolitan or has furnished supplies or

services as a subcontractor under any contract with Metropolitan within the previous two years.

| Column I | Column II |
|-----------------------------------------|------------------------------------------------------------------------------------------------------|
| PUBLIC OFFICIALS DESIGNATION | TYPE OF BUSINESS ENTITY INVESTMENT, BUSINESS POSITION, SOURCE OF INCOME OR REAL PROPERTY DISCLOSABLE |
| § 7201. Officers of the District | |
| (a) | |
| Directors | |
| General Manager | 1. Office equipment and supplies |
| General Counsel | 2. Banks and savings and loan institutions |
| Assistant General Manager | 3. Securities dealers |
| Assistant General Counsel | 4. Real property |
| Chief Engineer | 5. Public utilities |
| Director of Finance | 6. Financial audit services |
| Chief of Operations | 7. Insurance services |
| Auditor | 8. Computer equipment, services and supplies |
| Assistant Auditor | 9. Printing, reproduction, or photographic equipment services, and supplies |
| | 10. Periodicals, books, newspapers |
| | 11. Chemicals |
| | 12. Motor vehicles and specialty vehicles, parts and supplies |
| | 13. Construction and maintenance equipment, services, and supplies |
| | 14. Petroleum products |
| | 15. Transportation and lodging services |
| | 16. Safety and security equipment and supplies |
| | 17. Security services |
| | 18. Food services and supplies |
| | 19. Communication services |
| | 20. Water quality testing equipment, supplies and services |
| | 21. Cathodic protection |

- equipment, services
and supplies
22. Engineering services
 23. Employment and temporary
help agencies
 24. Educational equipment,
services and supplies
 25. Medical supplies,
services and
informational materials
 26. Landscape services and
supplies
 27. Typographical services
 28. Four-color separations
 29. General and specialty
equipment rentals
 30. Real estate sales ~~or~~
and investment firms
 31. Consulting services:
legal, energy and
power, engineering,
soils testing, water
treatment, data
processing, computers,
doctors, labor
relations, employee
training, advertising,
communications,
design, art work, audio
visual, movie
productions, planning,
water pricing and
demand, water
resources, economists
desalting, financial
environmental,
appraisers, ~~bonds~~,
investments, hazardous
waste disposal
 32. Title insurance and
escrow services
 33. Farming
 34. Private water companies
 35. Electrical generating
equipment and supplies
 36. Electrical equipment and
supplies
 37. Real estate development
firms
 38. Any business entity
selling or leasing real

property to, or
purchasing or leasing
real property from
the District

(b)
Treasurer

Controller

1. Banks and savings and loan institutions
2. Securities dealers
3. Consulting services
(~~bonds~~, investments, financial)
4. Financial audit services

(c)
Deputy General Counsel
(Including Senior Deputy
General Counsel)

See Section 7216

(d)
Executive Secretary

1. Transportation and lodging services

§ 7202. Administrative Services Division

(a)
Director of Administrative Services

Assistant Director
Administrative Services

1. Periodicals, books and newspapers ~~authors and publishers~~
2. Graphic services and supplies
3. Real estate sales ~~or~~ and investment firms
4. Real estate development firms
5. Same as other categories in Section 7202

(b) Office Services Branch

(1)
Office Services Manager

1. Printing equipment, services and supplies
2. Copying equipment, services and supplies
3. Photographic equipment, services and supplies
4. Blueprint equipment, services and supplies
5. Periodicals, books and newspaper publishers

6. Microfilm equipment,
services and supplies

(2)

~~Engineering Technician III -
Graphic Arts Services
Manager Graphic Services
Graphics Supervisor~~

1. Graphic Arts Services

(c) Purchasing and Stores Branch

(1)

Manager, Purchasing and
Stores

Assistant Manager,
Purchasing and Stores

Principal Buyer

Senior Buyer

Buyer

Junior Buyer

1. Chemicals
2. Process equipment
3. Motor vehicles and
specialty vehicles,
parts and supplies
4. Pipes, valves, fittings,
pumps, and meters
5. Electrical equipment,
parts and supplies
6. Construction and
building equipment and
supplies
7. Petroleum products
8. Hardware tools and
supplies
9. Printing or reproduction
equipment, supplies
and services
10. Transportation companies
11. Public utilities
12. Computer equipment,
services and supplies
13. Safety equipment and
supplies
14. Publishing services
15. Guard and maintenance
services
16. Food services and
supplies
17. Hotels and motels
18. Office equipment and
supplies
19. Maintenance supplies
20. Periodical, book and
newspaper supplies
21. Telecommunications
services and supplies

(2)
Principal Clerks -
Transportation Services

1. Transportation companies
2. Motels and hotels

(3)
Superintendent of Stores
Material System Supervisor

1. Motor vehicle supplies
2. Pipes, valves, fittings, pumps and meters
3. Electrical supplies
4. Construction supplies
5. Hardware, tools, and supplies
6. Safety equipment and supplies
7. Office equipment and supplies
8. Chemicals
9. Maintenance supplies
10. Telecommunications supplies

(d) Headquarters Building
Services Branch

Headquarters Services
Manager

1. Office equipment and supplies
2. Maintenance services
3. Food service and supplies
4. Maintenance supplies
5. Landscape services and supplies

§ 7203. Finance Division

(a)
Assistant Director of
Finance
Manager of Financial
Services
Assistant Manager of
Financial Services

1. Banks and savings and loan institutions
2. Financial audit services
3. Consulting services
(~~bonds~~, investments,
and financial)
4. Securities dealers

(b)
Assistant Treasurer

1. Banks and savings and loan institutions
2. Securities dealers

Deputy Treasurer

1. Consulting services

(~~bonds~~ financial,
investments)

(c)
Risk Manager

1. Consulting services
(insurance)
2. Insurance companies
3. Safety and security
equipment and supplies
4. Security services

§ 7204. Operations Division

(a) Headquarters
(1)
Assistant Chief of
Operations

1. Public utilities
2. Construction and
building equipment
and supplies
3. Real property
4. Chemicals
5. Pipes, valves, fittings,
pumps, meters,
equipment and supplies
6. Motor vehicles and
specialty vehicles,
and supplies
7. Petroleum products
8. Communication services
9. Water quality testing
equipment, services
and supplies
10. Guard and maintenance
service
11. Food service and
supplies
12. Safety equipment and
supplies
13. Electrical equipment,
parts and supplies
14. Hardware, tools and
supplies
15. Solar energy equipment
16. Airplane equipment and
supplies
17. Consulting services
(energy and power,
water treatment)
18. Maintenance supplies
19. Telecommunications
supplies

(2)
Regional Operations Managers

Principal Engineer -
Maintenance Branch

1. Public utilities
2. Construction and building equipment and supplies
3. Real property within region of operational responsibility
4. Chemicals
5. Pipes, valves, fittings, pumps, meters, equipment and supplies
6. Motor vehicles and specialty vehicles parts and supplies
7. Safety equipment and supplies
8. Hardware, tools and supplies
9. Communication services and supplies
10. Electrical equipment, parts and supplies
11. Solar energy equipment
12. Food services and supplies
13. Airplane equipment and services
14. Guard and maintenance services
15. Consultants (Engineering)

(3)
Special Projects
Administrator

1. Public utilities
2. Construction & building equipment & supplies
3. Real property
4. Pipes, valves, fittings, pumps, meters equipment and supplies
5. Consultants (engineering)
6. Private water companies

(b) Eastern and Western Branches Regions

(1)
Area Superintendent

Asst. Area Superintendent

1. Construction and building supplies
2. Chemicals
3. Pipes, valves, fittings,

- pumps, meters, supplies
- 4. Motor vehicles, parts and supplies
- 5. Safety equipment and supplies
- 6. Hardware, tools and supplies
- 7. Electrical parts and supplies
- 8. Maintenance supplies
- 9. Security equipment and services

(c) Desert-Branch Region

(1)

Superintendent of Pump Plants

Assistant Superintendent of Pump Plants

- 1. Construction and building supplies
- 2. Chemicals
- 3. Pipes, valves, fittings, pumps, meters, supplies
- 4. Safety and security equipment, supplies and services
- 5. Motor vehicle parts and supplies
- 6. Hardware supplies
- 7. Electrical parts and supplies
- 8. Maintenance supplies

(2)

Area Superintendent

Asst. Area Superintendent

- 1. Same as Section 7204(c)(1)
- 2. Airplane equipment and services
- 3. Food services and supplies

(3)

Senior Electronic Technicians

- 1. Electrical and electronic parts and supplies

(d) Operations Planning Section

Senior Engineer

- 1. Public utilities

(e) Systems Operations ~~Section~~ Branch

System Operation Manager

- 1. Public utilities

~~(f) Power Operations Section~~

~~Senior Engineer~~

- ~~1. Public utilities~~

(gf) Operations Services Branch

Operations Services Manager

1. Public utilities
2. Construction and building equipment and supplies
3. Real property
4. Pipes, valves, fittings, pumps, meters, equipment and supplies
5. Communication services
6. Consultants (engineering, security and communications)

(hg) Maintenance ~~Branch~~ Region

Area Superintendent

Assistant Area Superintendent

1. Construction and building supplies
2. Pipes, valves, fittings, pumps, meters, and supplies
3. Motor vehicle equipment, supplies
4. Safety equipment and supplies
5. Hardware, tools, supplies
6. Electrical parts, equipment and supplies
7. Maintenance supplies
8. Security services and supplies
9. Equipment, tools, supplies, and material fabrication
10. Consultants (~~Electrical-Energy and Power~~, fabrication-Engineering)

(ih) Control Systems Branch

(1)

Control Systems Manager

1. Electronics supplies and equipment

- 2. Computer software and materials
- 3. ~~Communications equipment and supplies~~
- 43. Digital and Analog measurement, transmission, and recording instrument, equipment and supplies
- 54. Consultants (Data processing, electronics, engineering)

(2)
 Control Systems Design
 Section
 Senior Engineer

- 1. Electronics supplies and equipment
- 2. Computer software and materials
- 3. Communications equipment and supplies
- 4. Digital and analog measurement, transmission, and
- 5. Consultants (data processing, electronics, engineering)

(3)
 Communications Section
 Senior Engineering
 Technician

- 1. Communications services and supplies
- 2. Consultants (engineering)

(i) Chief Special Agent

- 1. Consulting services (security)
- 2. Investigative security services
- 3. Security equipment

§ 7205. Engineering Division

(a)
 Assistant Chief Engineer
 Engineering Program Manager

- 1. Motor vehicles and specialty vehicles, parts and supplies
- 2. Construction and building equipment and supplies
- 3. Consultants (~~attorneys~~ legal, engineering,

- soil testing, geology, and computers)
- 4. Pipes, valves, fittings, pumps, meters, equipment and supplies
- 5. Safety equipment and supplies
- 6. Construction firms
- 7. Soil testing equipment, services and supplies
- 8. Surveying equipment, services and supplies
- 9. Real property
- 10. Cathodic protection equipment, services and supplies
- 11. Concrete testing equipment, services and supplies
- 12. Public utilities
- 13. Equipment services
- 14. Soil tests, compaction and other agreements on grading requirements

(b)

Principal Engineer-
~~Construction Branch~~
Contract Administration
Field Inspection
Technical Support

- 1. Construction and building equipment and supplies
- 2. Consulting services (~~attorneys~~ legal, engineering, and soil testing)
- 3. Pipes, valves, fittings, pumps, meters
- 4. Safety equipment and supplies
- 5. Construction firms
- 6. Soil testing equipment, services and supplies
- 7. Surveying equipment, services and supplies
- 8. Cathodic protection equipment, services and supplies
- 9. Concrete testing equipment, services and supplies

(c) Office Engineering Branch

Principal Engineer - Office
Engineering

1. Construction and building equipment and supplies
2. Pipes, valves, fittings, pumps, meters, equipment and supplies
3. Printing and reproduction services
4. Newspapers, books and periodicals

(d) Civil Engineering Branch

Principal Engineer - Civil

1. Construction and building equipment and supplies
2. Pipes, valves, fittings, pumps, meters, equipment and supplies
3. Real property
4. Public utilities
5. Consulting services (engineering, soil testing)

(e) Electrical Engineering Branch

Principal Engineer -
Electrical

1. Construction and electrical equipment and services
2. Public utilities
3. Consulting services (engineering)

(f) Structural Engineering Branch

Principal Engineer -
Structural

1. Construction and building equipment and supplying supplies
2. Consulting services (engineering and soil testing)

(g) Safety of Dams and Hydraulics Branch

Principal Engineer - Safety
of Dams and Hydraulics

1. Engineering services
2. Real property
3. Private water companies

(h) Mechanical Engineering Branch

Principal Engineer -
Mechanical

1. Construction and building equipment and supplies
2. Pipes, valves, fittings, pumps, meters, equipment and supplies
3. Safety equipment and supplies
4. Engineering services
5. Consulting services (engineering)
6. Printing and reproduction services
7. Electrical and electronic equipment, instrumentation and supplies
8. Real property

(i) Special Projects Engineering Branch

Principal Engineer
Special Projects

1. Construction and building equipment and supplies
2. Pipes, valves, fittings, pumps, meters, equipment and supplies
3. Safety equipment and supplies
4. Engineering services
5. Consulting services (engineering)
6. Printing and reproduction services
7. Real property
8. Soil testing equipment services and supplies
9. Public utilities

§ 7206. Personnel Division

(a)

Director of Personnel

Assistant Director of
Personnel

Employee Relations
Administrator

Manager, Personnel
Services

1. Employment agencies
2. Advertising services
3. Newspapers, books and periodicals
4. Medical services and supplies
5. Consulting services (doctors, labor relations, safety, security)
6. Employee training equipment and supplies (electronic, visual, radio)
7. Investigative, security services
8. Security equipment
9. Insurance services

~~(b)~~

~~Chief Special Agent~~

- ~~1. Consulting services (security)~~
- ~~2. Investigative, security services~~
- ~~3. Security equipment~~

~~(c)~~

~~Chief Occupational~~

- ~~1. Medical services and supplies~~
- ~~2. Consulting services (safety, doctors)~~

(db)

Supervising Nurse Practitioner

1. Medical services and supplies
2. Consulting services (doctors)

§ 7207. Public Affairs Division

(a)

Director of Public
Affairs

Same as the General Manager
(See Section 7201(a))

Senior Assistant
Director of Public Affairs

- (b)
Principal Public Affairs
Representative (Education
Programs)
1. Newspapers, books,
periodicals
 2. Educational equipment,
services and supplies
 3. Consulting services
(communications,
design, ~~artwork~~art
work, audio
~~services~~ visual)
- (c)
Principal Public Affairs
Representative (Community
Relations)
1. Newspapers, books and
periodicals
 2. Hotel and motel
accommodations,
restaurants, bus and
airline charter
- (d)
Principal Public Affairs
Representative
(Publications)
1. Newspapers, books and
periodicals
 2. Art supplies
 3. Typographical services
 4. Paper supplies
 5. Four-color separations
service
 6. Printing services
 7. Consulting services
(advertising,
communications, design,
~~artwork~~art work, audio
visual ~~service~~ movie
production)
- (e)
Principal Public Affairs
Representative (Media)
1. Advertising services
 2. Audio or visual aids
 3. Newspapers, books and
periodicals
 4. Consulting services
(advertising,
communications, audio
visual ~~services~~, movie
productions)
- (f)
Principal Government
Relations Representative
1. Hotel and motel
accommodations,
restaurants, bus and

Senior Government
Relations Representative

Government Relations
Representative

- airline charter
- 2. General and specialty equipment rentals
- 3. Employment agencies
- 4. Consultants (public relations)
- 5. Newspapers, books and periodicals

§ 7208. Planning Division

(a)

Director of Planning

Assistant Director of
Planning

- 1. Real property
- 2. Public utilities
- 3. Consulting services (planning, water pricing and demand, water resources, economists, energy and power, desalting, environmental)

(b) Environmental Branch

Manager of Environmental
Affairs

- 1. Real property
- 2. Consulting services (planning, water resources, environmental)

~~(c) Advance Planning Branch~~

~~Advance Planning Manager~~

- ~~1. Real property~~
- ~~2. Consulting services (planning, water pricing and demand, economists)~~

(~~c~~) Water Supply and Demand Branch

Senior Engineer

- 1. Real property
- 2. Consulting services (planning, water resources, environmental)

§ 7209. Right of Way and Land Division

(a)

Director of Right of Way
and Land

Assistant Director of Right
of Way and Land

1. Real property
2. Consulting services
(appraisers)
3. Real estate ~~sales~~ and
investment ~~services~~
firms
4. Any business entity
selling or leasing
real property to, or
purchasing or leasing
real property from
Metropolitan
5. Title insurance ~~or~~
and escrow services
6. Real estate
development firms

(b)

~~Assistant Director~~Real
Property Branch Manager

~~Manager, Right of Way
Way and Land~~Principal
Real Estate Representative

1. Real property
2. Consulting services
(appraisers)
3. Real estate and
investment firms
- ~~4. Real estate sales firms~~
- ~~5.~~Any business entity
selling or leasing
real property to,
or purchasing of
leasing real
property from
Metropolitan
5. Real estate development
firms
- ~~6. Title Insurance escrow
services~~

(c)

~~Principal~~Senior Real Estate
Representative
(Contract Procurement)

~~Senior~~Real Estate
Representative
(Contract procurement)

1. Real property
2. Consulting services
(appraisers)
- ~~3. Real estate investment
firms~~
- ~~4. Real estate sales firms~~
- ~~5. Any business entity
selling or leasing
real property to, or~~

~~purchasing or leasing
real property from
Metropolitan~~

(d)

~~Senior Engineering
Technician~~
Engineering
Branch Manager

1. Title insurance ~~or~~
and escrow services
2. Consulting services
(engineering and
survey)

Principal Engineering
Technician

Engineer

(e)

Senior Engineering
Technician
(Contract procurement,
escrow and appraisal matters)

1. Consulting services
(engineering and
survey)

Assistant Engineer
(Contract procurement,
escrow, and appraisal
matters)

(f)

Senior Real Estate
Representative
(Title and escrow
matters)

1. Title Insurance and
escrow services

Real Estate Representative
(Title and escrow
matters)

§ 7210. Resources Division

(a)

Director of Resources

~~Manager, Colorado River
and Power~~

Associate Director
of Resources

1. Public utilities
2. Engineering services
3. Real estate property
4. Farming
5. Private water companies
6. Real estate development
firms
7. Construction and
maintenance equipment,
services and supplies

8. Consulting services
(energy and power,
engineering,
environmental,
financial, planning,
desalting, water
pricing, and demand,
water resources)

(b) Colorado River Resources Branch

Principal Engineer

Senior Engineer

1. Public utilities
2. Engineering services
3. Farming
4. Construction and
maintenance equipment,
services and supplies
5. Consulting services
(energy and power)

(c) Power Operations Branch

Principal Engineer

Senior Engineer

1. Public utilities
2. Consulting services
(energy and power)

(d) Power Contracts Branch

Principal Engineer

Senior Engineer

1. Public utilities
2. Consulting services
(energy and power)

(e) Groundwater and Regional
Regional Groundwater
Resources Branch

Principal Engineer

1. Real estate
property
2. Farming
3. Consulting services
(engineering, planning,
environmental,
financial)
4. Public utilities
5. Private water companies
6. Engineering services
7. Construction and
maintenance equipment,
services and supplies

(f) Reclaimed Water and Local
Resources Development
Management Branch

Principal Engineer

Senior Engineer

1. Real estate property
2. Farming
3. Consulting services
(engineering, planning,
environmental,
financial)
4. Public utilities
5. Private water companies
6. Engineering services
7. Construction and
maintenance equipment,
services and supplies

(g) Special Projects Branch

~~Groundwater Resources
Specialist
Senior Engineer~~

- ~~1. Real estate~~
- ~~2. Farming~~
- ~~3. Consulting services
(engineering, planning,
environmental,
financial)~~
- ~~4. Public utilities~~
- ~~5. Private water companies~~
- ~~6. Engineering services~~
- ~~7. Construction and
maintenance equipment,
services and supplies~~

§ 7211. **Information Systems Division**

Director, Information Services

Assistant Director, Information
Services

Manager, Information Systems

Manager, Data Processing

Manager, Communications

Manager, User Services

Manager, Projects Management

1. Computer equipment,
services and supplies
2. Communication services
3. Consulting services
(data processing,
computers,
communications)

~~(b) Information Systems Design Branch~~

~~Manager, Information Systems~~

- ~~1. Computer equipment,
services and supplies~~
- ~~2. Communication services~~
- ~~3. Consulting services
(data processing,
computers,
communications)~~

~~(c) Data Processing Branch~~

~~Manager, Data Processing~~

- ~~1. Computer equipment,
services and supplies~~
- ~~2. Communication services~~
- ~~3. Consulting services
(data processing,
computers,
communications)~~

~~(d) Communications Branch~~

~~Manager, Communications~~

- ~~1. Computer equipment,
services and supplies~~
- ~~2. Communication services~~
- ~~3. Consulting services
(data processing,
computers,
communications)~~

§ 7212. State Water Project and Conservation Division

(a) Director, State Water Project
and Conservation

Associate Director, State
Water Project and
Conservation

Principal Resource
Specialist

1. Real property
2. Public utilities
3. Construction and
maintenance equipment,
services and supplies
4. Engineering services
5. Real estate development
firms
6. Farming
7. Consulting services
(engineering,
environmental,
financial, energy and
power, water resources,
water pricing and
demand)

(b) Bay-Delta Hearings Branch

Manager, Bay-Delta Affairs

1. Consulting services
(engineering and
environmental)

(c) State Water Project Branch

Principal Engineer

1. Real estate development
firms
2. Farming
3. Consulting services
(engineering,
environmental,
financial and energy
and power)

(d) Water Exchanges and Transfer Branch

Principal Engineer
Resource Specialist

1. Real estate development
firms
2. Farming
3. Consulting services
(energy, environmental
and water resources)

(e) Water Conservation Branch

Water Conservation Manager

1. Construction and
maintenance
equipment, services
and supplies
2. Consultant services
(energy, and
power, environmental,
water resources and
water pricing and
demand)

§ 7213. Water Quality Division

(a)

Director of Water Quality

Associate Director of Water
Quality

Water Purification Engineer

1. Chemicals
2. Pipes, valves, fittings,
pumps, meters,
equipment and supplies
3. Safety equipment and
supplies
4. Water quality testing,
equipment, supplies
and services
5. Consultants (water
quality)

(b)
Water Quality Laboratory
Manager

1. Chemicals
2. Safety equipment and supplies
3. Water quality testing, equipment, supplies and services
4. Consultants (water quality)

§ 7214. Environmental Compliance Division

(a)
Director, Environmental
Division

1. Consulting services (legal, environmental, legislative, health and safety, hazardous waste disposal)
2. Construction and maintenance equipment
3. Safety and security equipment and suppliers
4. Communication services
5. Educational equipment, services and supplies

(b) Manager, Environmental
Safety Health

1. Medical services and supplies
2. Consulting services (safety, doctors)

§ 72145. Office of the General Manager

(a)
Legislative Representative -
Sacramento

Same as the General Manager
(See Section 7201(a))

Senior Government Representative -
Sacramento

(b)
Executive Assistant to the
General Manager

Same as the General Manager
(See Section 7201(a))

(c)
Executive Assistant for
Strategic Policy Development

Same as the General Manager
(See Section 7201(a))

(d)

Minority Business
Enterprise/Women's Business
Enterprise Program Administrator

Same as the General Manager
(See Section 7201(a))

§ 72156. Legal Department

(a)

Deputy General Counsel -
Real Property Matters

1. Real property
2. Consulting services
(appraisers, eminent
domain legal services)
3. Real estate sales and
investment services
4. Title insurance or
escrow services
5. Any business entity
selling or leasing
real property to,
or purchasing or
leasing real property
from Metropolitan

(b)

Deputy General Counsel -
Purchasing Matters

1. Office equipment and
supplies
2. Insurance services
3. Computer equipment,
services and supplies
4. Printing, reproduction,
or photographic
equipment, services
and supplies
5. Periodicals, books,
newspapers
6. Chemicals
7. Motor vehicles and
specialty vehicles,
parts and supplies
8. Construction and
maintenance
equipment, services
and supplies
9. Petroleum products
10. Safety equipment and
supplies
11. Security services
12. Food services and
supplies
13. Communication services

14. Water quality testing equipment, supplies and services
15. Cathodic protection equipment, service and supplies
16. Engineering services
17. Employment and temporary help agencies
18. Educational equipment, services and supplies
19. Medical supplies, services and informational materials
20. Landscape services and supplies
21. Typographical services
22. General and specialty equipment rentals
23. Consulting services (legal and engineering)

(c)
Deputy General Counsel -
Contracting Matters

1. Insurance services
2. Construction and maintenance equipment, services and supplies
3. Engineering services
4. Landscape services and supplies
5. General and specialty equipment rentals

(d)
Deputy General Counsel -
Risk Management Matters

1. Insurance services

(e)
Deputy General Counsel -
Personnel Matters

1. Consulting services (insurance)

(f)
Deputy General Counsel -
Financial Matters

1. Banks and saving and loan institutions
2. Securities dealers
3. Financial audit services
4. Consulting services (bond counsel-legal services, investments, financial)

§ 72167. Consultants.

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 limitation:

The General Manager may determine in writing that a particular consultant, 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 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 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.

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ATTACHMENT C

EXPLANATION OF REASONS FOR THE PROPOSED
AMENDMENTS TO THE CONFLICT OF INTEREST CODE
OF THE METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA

The Conflict of Interest Code of The Metropolitan Water District of Southern California is being amended for the following reasons:

1. Section 7100. The reference to section 7200 through 7216 is expanded through 7217 to reflect the addition of a new section applicable to one new division.

2. The index for Chapter 2, preceding section 7200 is amended to reflect the addition of new section 7214 for the Environmental Compliance Division, and the renumbering of old sections 7214, 7215 and 7216, respectively.

3. Section 7200(a), (b), and (c). These subsections are amended to substitute the reference 7217 for 7216 consistent with Paragraphs 1 and 2 above.

4. Sections 7201(a), (b) and (c). As an editorial change, the word "or" in disclosure item 30 of (a) is changed to "and." The list of disclosable consulting services in item 31 is expanded to include financial, water resources and hazardous waste disposal consulting services, and item 38, covering business entities selling or leasing real property to, or purchasing or leasing property from, the District is added because these services and businesses are reported by others in the Code and these contracts are considered, reviewed and/or

approved by the directors, the general manager, and general counsel, and, at times, by the Chief Engineer, Director of Finance, Chief of Operations, and Auditor. Consultants for bonds is changed to consultants for financial services because these consultants actually provide financial, and not bond, consulting services. The Deputy General Counsel position is specified as including the Senior Deputy General Counsel position.

5. Section 7202(a). The new position of Assistant Director Administrative Services is added to this section. The disclosure categories are the same as those of the director because the responsibilities of the assistant for reporting purposes are similar to those of the director. Editorial changes are made to disclosure categories 1 and 3. In category 1, "newspaper" becomes "newspapers" and reference to authors and publishers are deleted. In category 3 "or" is changed to "and" to clarify that either, or both, items should be disclosed if applicable.

6. Section 7202(b). Changes are made to reflect changes in job titles and responsibilities for the acquisition of graphic services. Manager Graphic Services and Graphics Supervisor are added to the list of District positions with disclosable interests and Engineering Technician III - Graphic Arts Services is deleted.

7. Section 7202(c). The new position of Principal Buyer is added to the list of District positions with disclosable interests over purchasing matters.

8. Section 7203(a) and (b). As a clarification, the disclosure category for bond consultants is changed to financial consultants because the District actually has financial, not bond, consultants.

9. Section 7204(a). The consulting services disclosure category is amended to reflect that the energy consultants also handle power matters.

10. Section 7204(b)(c)(e) and (h). Due to a reorganization within the Operations Division, the title of the Eastern and Western Branches have been changed to Eastern and Western Regions, the Desert Branch has been changed to the Desert Region, the System Operations Section is now the System Operations Branch, and the Maintenance Branch is now the Maintenance Region.

11. Section 7204(f). The Power Operations Section is deleted, and the following sections renumbered respectively, because the duties of the section have been transferred to the Resources Division and the disclosure categories are covered under section 7210(c) of this Code.

12. Section 7204(g) (previously (h)). Under the Maintenance Branch of the Operations Division, now the Maintenance Region, the disclosable category relating to consultants is changed from "electrical" to "energy and power" because these positions are involved with consultants dealing

with general energy and power matters, not just electrical power concerns.

13. Section 7204(h) (previously (i)). Under the Control Systems Branch the disclosure category for communications equipment and supplies is deleted because these responsibilities are now performed by the Information Systems Division and reported under section 2711 of this Code.

14. Section 7204(i). The District position of Chief Special Agent is moved from Section 7206(b), in the Personnel Division, to this new section under the Operations Division because this position was transferred to Operations Division. The disclosure categories are the same since the position has the same job responsibilities.

15. Section 7205(a) and (b). Editorial changes are made to the disclosure category 3 under (a) and disclosure category 2 under (b). Both sections relate to consultants and both change "attorneys" to "legal." The positions reporting under Section 7205(b) have been amended to reflect changes in the organization of the Engineering Division.

16. Section 7206(b). Position of Chief Special Agent transferred to Operations Division.

17. Section 7206(c). Position of Chief Occupational Safety Health Officer transferred to new Environmental Compliance Division and reported in new section 7214 as

Manager, Environmental Safety Health, a position currently held by a Principal Environmental Specialist.

18. Section 7206(d). The position of Nurse Practitioner is changed to Supervising Nurse Practitioner to reflect the addition of this new position, which supervises other nurses and has responsibility over acquisition of medical services and supplies and doctor consultants. Due to the transfer of positions from the Personnel Division, this section is renumbered as subdivision (b) under section 7206.

19. Section 7207(b), (d) and (e). Minor editorial revisions were made to the list of disclosable consulting services for these positions in the Public Affairs Division. For subsection (b), a comma is added between communications and design to reflect that the categories of communications and design, not the single category of communications design, are disclosable. For subsections (b) and (d), "artwork" is made into two words, "art work," and "audio visual services" is changed to "audio visual."

20. Section 7208 (a) and (b). For the positions of Director of Planning and Assistant Director of Planning in the Planning Division, the consultant category of energy is expanded to energy and power to indicate that the energy consultants are also concerned with power matters. The

Advanced Planning Manager position has been deleted and its duties combined with the Manager of Environmental Affairs.

21. Section 7209 (a). As an editorial change, disclosure category 3 was changed from "real estate sales and investment services" to "real estate and investment firms" because this wording more accurately identifies the nature of these firms. Also, word "or" was changed to "and" in disclosure category 5 and real estate development firms was added as disclosure category 6.

22. Sections 7209 (b) through (f). These sections, relating to the remaining persons subject to disclosure responsibilities in the Right of Way and Land Division, have been reorganized to reflect a change in the organizational responsibilities within this Division. Although the Branch Managers still review contracts for their areas of concern, lower level employees have been added in their respective areas because for some projects these employees have authority to select consultants or the parties to be considered for consultant contracts and formulate contract terms. In subpart (b) the Real Property Branch Manager and Principal Real Estate Representative report regarding all matters relating to real property, real property leases or sales, appraisals, and real estate development firms. In subpart (c) the Senior Real Estate Representatives in charge of contract procurement and

the Real Estate Representatives in charge of contract procurement report on real property and consulting services relating to appraisals. In subpart (d) the Engineering Branch Manager, Principal Engineering Technician, and Engineer report on engineering and surveying consulting services and title insurance and escrow services. Subparts (e) and (f) require reporting by lower level employees who have authority to make contract selections for these types of services. Subpart (e) requires the Senior Engineering Technician and Assistant Engineer in charge of contract procurement for engineering and surveying matters to report on these consulting categories. Subpart (f) requires the Senior Real Estate Representative and Real Estate Representative in charge of title insurance and escrow matters to report on these items.

23. Section 7209 (c) (previously (d)). This section, formerly section 7209(d), has changed the reporting title from Senior Engineering Technician to Principal Engineering Technician because the person in charge of these matters was promoted and has added the position of Associate Engineer, which is in charge of a section of the Engineering Branch. The disclosure category of engineering and surveying consultant services was added because these positions are also involved with these matters.

24. Section 7210(a). The position of Manager, Colorado River and Power has been changed to Associate Director of Resources to reflect a change in job title. In disclosure category 3, as an editorial change, "real estate" has been changed to "real property," and in category 8 the comma after pricing is deleted.

25. Section 7210(e). The position of Groundwater and Regional Resources Branch has been changed to Regional Groundwater Resources Branch to reflect a change in the name in this branch. Also, as an editorial change, in disclosure category 1, "real estate" has been changed to "real property."

26. Sections 7210(f) and (g). The Reclaimed Water and Local Resources Development Branch has been combined with the Special Projects Branch and renamed the Reclaimed Water and Resources Management Branch. The disclosure categories for both previous branches were the same so no new disclosure categories were added. For disclosure category 1, as an editorial change, "real estate" has been changed to "real property."

27. Section 7211. Although all of the District officers reporting for the Information Systems Division have the same disclosure categories, the current code has the designated employees listed in separate four groups, the Director and Assistant Director of Information Services and three branches.

The managers of two new branches in this group, User Services and Projects Management have been added and, as an editorial change, instead of repeating these same categories for these officers, all officers have been placed together as one disclosure group.

28. Section 7212(a). Two new job titles, Associate Director of State Water Project and Conservation and Principal Resource Specialist, have been added. These new job positions work with the Director of State Water Project and Conservation, have similar job responsibilities with the director and, therefore, have been given the same disclosure categories as the director.

29. Section 7212(b). The Bay-Delta Hearings Branch has been renamed the Bay-Delta Branch.

30. Section 7212(d) and (e). The Principal Engineer position has been retitled as Principal Resource Specialist. Under (e), the disclosure category of energy is expanded to include energy and power because these consultants actually provide services in both of these areas.

31. Section 7214. A new section 7214 is added for the disclosure requirements for a new Environmental Compliance Division. The current section 7214 is renumbered to 7215, section 7215 is renumbered 7216 and section 7216 is renumbered to 7217.

Section 7214(a). The new position of Director of Environmental Compliance is added to the Conflict of Interest Code. This position has responsibility over legal compliance with environmental and health and safety rules and regulations in areas which include air and water pollution, hazardous materials, hazardous water and solid water disposal, and work place health and safety. The disclosure areas include safety equipment and suppliers, educational equipment, services and suppliers, toxic substances disposal facilities and contractors and consultants providing services in legal, environmental, legislative, work place health and safety, and hazardous waste disposal matters.

Section 7214(b). The duties of the former position of Chief Occupational Safety and Health Officer have been transferred to the position of Manager, Environmental Safety Health in the Environmental Compliance Division. The disclosure categories are the same as existed for the former position since responsibility for the acquisition of medical services and supplies and obtaining consulting services from doctors is the same.

32. Section 7215. This section now covers the Office of the General Manager.

Section 7215(a). The new position of Senior Government Representative - Sacramento has been added, with the

same areas of responsibility and same disclosure categories as currently exist for the Legislative Representative - Sacramento.

Section 7215(c). The new high-level position of Executive Assistant for Strategic Policy Development has been added. The disclosure categories are the same as for the General Manager as this officer will be assisting the General Manager in making his decisions, plans and programs for the District and will be influencing decisions made in these areas.

Section 7215(d). The new position of Minority Business Enterprise/Business Enterprise Program Administrator has been added. This position has the same disclosure categories as the General Manager because it is involved in promoting involvement of women and minorities in all contract, engineering, construction, and purchasing matters.

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