



# COUNTY OF LOS ANGELES BOARD OF SUPERVISORS

KENNETH HAHN HALL OF ADMINISTRATION  
500 WEST TEMPLE STREET, ROOM 383  
LOS ANGELES, CALIFORNIA 90012  
(213) 974-1411 • FAX (213) 620-0636

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MARK RIDLEY-THOMAS

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**PATRICK OGAWA**  
ACTING EXECUTIVE OFFICER

July 14, 2015

Eldon Heaston, Air Pollution Control Officer  
Antelope Valley Air Quality Management District  
43301 Division Street, Suite 206  
Lancaster, CA 93535

Dear Mr. Heaston:


### **CONFLICT OF INTEREST AND DISCLOSURE CODE FOR THE ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT**

The Board of Supervisors, at its meeting of June 30, 2015, approved the enclosed amended Conflict of Interest and Disclosure Code for the Antelope Valley Air Quality Management District (AVAQMD). The effective date of the code is July 1, 2015.

It will be necessary for those persons holding designated positions which were added to your code to complete an Assuming Statement of Economic Interests (Form 700) within 30 days of the effective date of this code, or within 30 days of receiving notice of their filing obligation. Your Agency is to make and retain a copy of the AVAQMD Governing Board Members and Alternate Members, AVAQMD Hearing Board Members and Alternate Members and your Statement of Economic Interests (Form 700), and file the original statements with our office. The statements for all other designated positions are filed and maintained within your Agency. No action needs to be taken if the change to a designated position is only a change in the title of the position.

Should you have questions or need additional information, please contact Don Garcia at (213) 974-1578.

Sincerely,

  
Patrick Ogawa  
Acting Executive Officer

PO:kw

Enclosures

c: Don Garcia  
Crystal Goree



**PATRICK OGAWA**  
ACTING EXECUTIVE OFFICER

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BOARD OF SUPERVISORS**

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MICHAEL D. ANTONOVICH

**ADOPTED**

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

June 30, 2015

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

14 OF JUNE 30, 2015

  
PATRICK OGAWA  
ACTING EXECUTIVE OFFICER

Dear Supervisors:

**CONFLICT OF INTEREST AND DISCLOSURE CODES  
(ALL DISTRICTS) (3-VOTES)**

**SUBJECT**

Approval of Conflict of Interest and Disclosure Codes.

**IT IS RECOMMENDED THAT THE BOARD:**

Approve the Conflict of Interest and Disclosure Codes for the Antelope Valley Air Quality Management District; Arts Commission, Los Angeles County; I-5 Consortium Joint Powers Authority; Las Virgenes Municipal Water District; Los Angeles County Law Library; Los Angeles Memorial Coliseum Commission; Pasadena Area Community College District; Southeast Los Angeles County Workforce Investment Board; and the Whittier Union High School District to be effective the day following your Board's approval.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

In accordance with the Political Reform Act of 1974, the Board of Supervisors is the code reviewing body for Los Angeles County.

Pursuant to Government Code Section 87300, every local government agency must adopt and promulgate a Conflict of Interest and Disclosure Code. The Board of Supervisors must approve the code before it can take effect.

Pursuant to Government Code Section 87306, agencies are required to amend their Conflict of Interest Codes when necessitated by changed circumstances.

### **Implementation of Strategic Plan Goals**

Approval of the attached codes broadly supports the County Strategic Goal of Operational Effectiveness/Fiscal Sustainability.

The proposed Conflict of Interest and Disclosure Codes have been thoroughly reviewed and approved by the code review staff in accordance with the procedures established by your Board.

### **FISCAL IMPACT/FINANCING**

Local governmental agencies must have a Conflict of Interest and Disclosure Code in which individuals in designated positions are required to disclose financial interests at a level appropriate to their decision-making authority.

Adoption of a Conflict of Interest and Disclosure Code deters potential conflicts of interest, thereby averting misuse of public funds.

The recommended action has no effect on budget revenues and expenditures.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Pursuant to Government Code Section 87300, the code review staff recommends that your Board approve the Conflict of Interest and Disclosure Codes for the agencies listed below.

#### **SUBSTANTIVE CHANGES:**

(Antelope Valley Air Quality Management District)

- Deletes Deputy Air Pollution Control Officer(s) from the code due to reorganization.
- Changes the titles of three (3) positions.
- Expands the disclosure for two (2) positions.
- Exhibit "B" is modified with the footnote for Consultants to include New Positions.

(Arts Commission, Los Angeles County)

- Exhibit "A" is modified with the definitions for income to include gifts, loans and travel payments.
- Exhibit "A" wording is modified within category 5.
- Exhibit "B" is modified with a clarifying footnote for Consultants and New Positions.
- Changes the titles of four (4) positions.

(I-5 Consortium Joint Powers Authority)

- Exhibit "A" the definition of Jurisdiction is amended.

(Las Virgnes Municipal Water District)

- The Incorporation page has been modified to reflect those positions which will file directly with the Executive Office.
- The agency has deleted their antiquated disclosure categories and has adopted the County's Model Disclosure Categories.
- Changes the titles of two (2) positions.
- Changes the disclosure categories of six (6) positions.
- Adds Executive Assistant/Clerk of the Board; Treasurer; Finance Manager; and Buyer to the code.

(Los Angeles County Law Library)

- Deletes Senior Director, Administrative Services from the code due to reorganization.
- Adds Finance Director; Facilities Manager; and Director, Reference & Research to the code.

(Los Angeles Memorial Coliseum Commission)

- The Incorporation page has been modified to reflect those positions which will file directly with the Executive Office.
- Exhibit "A" is modified with the definitions for income to include gifts, loans and travel payments.
- Exhibit "A" wording is modified within category 5.
- Exhibit "B" is modified with a clarifying footnote for Consultants and New Positions.
- Deletes General Manager; Assistant General Manager/Director of Finance; Assistant General Manager/Director of Events; General Manager, Food and Beverage from the code.

(Pasadena Area Community College District)

- Deletes Executive Director for Fiscal Services; Vice President for Information Technology Services; Supervisor Publications; Manager Bookstore; Supervisor, Office and Print Services; and Director, Campus Police & Safety Services due to reorganizational changes since the last code revision.
- Changes the titles of three (3) positions.

- Expands the disclosure of one (1) position.
- Adds Associate Vice President of Strategic Planning and Innovation; Associate Vice President of Academic Affairs; Associate Vice President of Student Affairs; and Director, Purchasing and Contracts Administration to the code.

(Southeast Los Angeles County Workforce Investment Board)

- The Incorporation page has been modified to reflect those positions which will file directly with the Executive Office.
- Exhibit "A" is modified with the definitions for income to include gifts, loans and travel payments.
- Exhibit "A" Category 1/C the Program name is updated.
- Exhibit "A" Category 3 is modified with additional wording.
- Exhibit "B" is modified with a clarifying footnote for Consultants and New Positions.

(Whittier Union High School District)

- Exhibit "A" is modified with the definitions for income to include gifts, loans and travel payments.
- Exhibit "A" wording is modified within category 5.
- Exhibit "B" is modified with a clarifying footnote for Consultants and New Positions.
- Deletes Associate Superintendent; Assistant Superintendents; and Director of Technology and Information Systems due to reorganization.
- Adds Assistant Superintendent of Business Services; Assistant Superintendent of Educational Services; Assistant Superintendent of Personnel Services; Director of Information Technology; and Director of Educational Technology to the code.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approving the attached Conflict of Interest and Disclosure Codes for these agencies will further the purposes of the Political Reform Act of 1974 by requiring the individuals designated in each agency's code to disclose appropriate economic interests.

The Honorable Board of Supervisors

6/30/2015

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Respectfully submitted,

A handwritten signature in black ink, appearing to read "Patrick Ogawa". The signature is fluid and cursive, with a long horizontal stroke at the end.

PATRICK OGAWA

Acting Executive Officer, Board of Supervisors

PO:kw

Enclosures

c: Interim Chief Executive Officer  
County Counsel

Conflict of Interest Code  
of the

**ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT**

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act, (Government Code §81000, et seq.), requires state and local government agencies to adopt, and promulgate conflict-of-interest codes. The Fair Political Practices Commission (FPPC) has adopted a regulation (2 Cal. Code of Regs. §18730) which contains the terms of a standard conflict-of-interest codes, which can be incorporated by reference in any agency's code. After public notice and hearing this regulation may be amended by the FPPC to conform to amendments to the Political Reform Act after public notice and hearings. Therefore, the terms of 2 California Code Regulations §18730 and any amendments thereto which are duly adopted by the FPPC are hereby incorporated by reference. This regulation and the attached Appendix in which officials and employees are designated and disclose categories are set forth, are hereby incorporated by reference and constitute the conflict of interest code of the ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT (AVAQMD).

Place of Filing of Statements of Economic Interests

Designated employees shall file their statements with the AVAQMD who will make the statements available for public inspection and reproduction (Gov. Code §81008). Upon receipt of the statement(s) for Members, and Alternate Members AVAQMD Governing Board, AVAQMD Hearing Board Members and Alternate Members, and the Air Pollution Control Officer (APOC), the AVAQMD shall make and retain copies and forward the originals to the Los Angeles County Board of Supervisors. Statements of all other designated employees will be retained by the AVAQMD.

**Conflict-of-Interest Code for the  
ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT (AVAQMD)**

**APPENDIX "A"  
DISCLOSURE CATEGORIES**

**CATEGORY 1**

Investments and business positions in business entities, and sources of income, including loans, gifts, and travel payments, from sources of the type that provide services, supplies, materials, machinery, or equipment of the type utilized by the AVAQMD.

**CATEGORY 2**

Interests in real property located within the jurisdiction of the AVAQMD, or within two miles of the boundaries of the jurisdiction of the AVAQMD, or within two miles of any land owned or used by the AVAQMD.

**CATEGORY 3**

- a) Investments and business positions in business entities, and sources of income, including loans, gifts, and travel payments, from all business entities, governmental entities, and non-profits that are regulated as well as any homeowner/renter that is fined or cited by the AVAQMD.
- b) Investments and business positions in business entities, and sources of income, including loans, gifts, and travel payments, from sources of the type that engage in the acquisition, disposal, or development of real property within the AVAQMD.
- c) Investments and business positions in business entities, and sources of income, including loans, gifts, and travel payments, from sources of the type that regularly engage in the preparation of environmental impact statements or reports.
- d) Investments and business positions in business entities, and sources of income, including loans, gifts, and travel payments, from sources of the type that receive financial or technical assistance from the AVAQMD.

**CATEGORY 4**

Investments and business positions in business entities, and sources of income, including loans, gifts, and travel payments, from entities subject to inspections by the AVAQMD.



**Conflict-of-Interest Code for the  
ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT (AVAQMD)**

**APPENDIX "B"**

**DESIGNATED OFFICIALS / EMPLOYEES**

<b><u>Designated Positions</u></b>	<b><u>Disclosure Categories</u></b>
Members, and Alternate Members AVAQMD Governing Board	1, 2, 3
Members and Alternate Members – AVAQMD Hearing Board	1, 2, 3
Air Pollution Control Officer (Executive Director)	1, 2, 3
District Counsel	1, 2, 3
Deputy Director/Antelope Valley Operations	1, 2, 3, 4
Supervising Air Quality Engineer	1, 2, 3
Deputy Director/Mojave Operations	1, 2, 3, 4
Fiscal Services Manager	1, 2, 3
Community Relations and Education Manager	1, 3
Deputy Director/Administrative Services	1, 2, 3
Lead Air Quality Engineer	4
Lead Air Quality Instrument Technician	1, 4
Lead Air Quality Specialist	4
Lead Planning and Rulemaking	4
Air Quality Engineer	4
Air Quality Instrument Technician	4
Air Quality Specialist	4
Consultants/New Positions*	

**Conflict-of-Interest Code for the  
ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT (AVAQMD)**

**APPENDIX "B"**

**DESIGNATED OFFICIALS / EMPLOYEES (Cont'd)**

\*Consultants/New Positions shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following:

The Air Pollution Control Officer (APCO) may determine in writing that a particular consultant, although in a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in Appendix "A". Such written determination shall include a description of the consultant's duties, and based upon that description, a statement of the extent of the disclosure requirements. The Air Pollution Control Officer'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.

**EFFECTIVE DATE: 07-01-2015**