

**CONFLICT OF INTEREST CODE**  
**FOR THE**  
**TRUCKEE TAHOE AIRPORT DISTRICT**

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 (2 Cal. Code of Regs. Section 18730) that contains the terms of a standard conflict of interest code, which may be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations ~~Section-section~~ 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This ~~incorporation page, regulation~~ Regulation 18730, and the attached ~~Appendices—Appendix,~~ designating positions and establishing disclosure requirements, shall constitute the conflict of interest code of the **Truckee Tahoe Airport District (District)**.

~~Individuals holding~~ All officials and designated positions shall file their statements of economic interests with the District HR Manager/District Clerk, as the District's Filing Officer/Official. The HR Manager/District Clerk ~~which will~~ shall make the statements available for public inspection and reproduction. (Gov. Code ~~Section-§~~ 81008.) ~~Statements for all designated positions~~ All statements shall be retained by the **District**.

# APPENDIX

## CONFLICT OF INTEREST CODE

~~FOR OF~~ THE

## TRUCKEE TAHOE AIRPORT DISTRICT

Appendix PART "A"-Designated Positions

### OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

District officials who manage public investments, as defined by 2 California Code of Regulations section 18700.3(b), are NOT subject to the District's Code but must file disclosure statements under Government Code section 87200, et seq. [Regs. § 18730(b)(3)] These positions are listed here for informational purposes only.

It has been determined that the positions listed below are officials who manage public investments:<sup>1</sup>

- Members of the Board of Directors
- Alternate Members of the Board of Directors
- General Manager
- Controller
- Director, Finance and Administration
- Investment Consultants

**[Carried up from original list below]**

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<sup>1</sup> Individuals holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by § 87200.

**DESIGNATED POSITIONS**

**GOVERNED BY THE CONFLICT OF INTEREST CODE**

<b><u>Designated Positions</u></b>	<b><u>Assigned Disclosure Categories</u></b>
<u>Airport Safety &amp; Security Manager</u>	<u>5</u>
<u>Aviation &amp; Community Services Manager – Information Technology</u>	<u>5</u>
<u>Aviation &amp; Community Services Manager – Noise/Annoyance</u>	<u>5</u>
<u>Aviation &amp; Community Services Manager – Public Relations</u>	<u>5, 7</u>
<u>Aviation &amp; Community Services Coordinator (Environmental)</u>	<u>2, 5, 6, 7</u>
<u>Aviation &amp; Community Services Coordinator (Safety)</u>	<u>5</u>
Director of Aviation & Community Services	<u>1, 22, 3, 5, 6</u>
Director of <u>Airport</u> Operations & Maintenance	<u>1, 22, 3, 5, 6</u>
General Counsel	<u>1, 2</u>
District Engineer	<u>1, 22, 3, 5</u>
<u>HR Manager/District Clerk</u>	<u>5</u>
<u>Operations &amp; Maintenance Assistant Supervisor</u>	<u>2, 3, 5</u>
<u>Operations &amp; Maintenance Supervisor</u>	<u>2, 3, 5</u>

Consultants/New Positions\*

~~\*Consultants/new positions~~ Individuals providing services as a Consultant as defined in Regulation 18700.3, or in a new position created since this Code was last approved that makes or participates in making decisions as identified in Regulation 18734, shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure requirements in this code Code subject to the following limitation:

~~The President of the District's Board of Directors~~ General may determine that, in writing that a particular consultant or new position, although a "designated position," is hired to perform a due to the range of duties or contractual obligations, that is limited in scope and thus is not required to comply fully with the disclosure requirements in this section it is more appropriate to assign a limited disclosure requirements. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, A clear explanation of the duties and a statement of the extent of disclosure requirements must be in a written document. (Gov. Code § 82019; FPPC Regs 18219 and 18734.) ~~The President's General Manager's~~ determination is a public record and shall be retained for public inspection in the

same manner and location as this ~~conflict~~Conflict of ~~interest~~Interest ~~code~~Code. (Gov. Code § 81008.)

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~~The following positions are not covered by the code because the positions manage public investments. Individuals holding such positions must file under Government Code Section 87200 and are listed for informational purposes only.~~

- ~~• Members of the Board of Directors~~
- ~~• Alternate Members of the Board of Directors~~
- ~~• General Manager~~
- ~~• Controller~~
- ~~• Director, Finance and Administration~~
- ~~• Consultants (Those involved in the investment of public funds)~~

~~An individual holding one of the above listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by Section 87200~~

**[Moved to beginning of Appendix Part A, above.]**

~~**CONFLICT OF INTEREST CODE FOR THE  
TRUCKEE TAHOE AIRPORT DISTRICT**~~

~~**Appendix PART "B"-**~~

~~**Disclosure Categories**~~

The disclosure categories listed below identify the types of economic interests that the designated position must disclose for each disclosure category to which he or she is assigned. "Investment" means financial interest in any business entity (including a consulting business or other independent contracting business) and are reportable if they are either located in or doing business in the jurisdiction, are planning to do business in the jurisdiction, or have done business during the previous two years in the jurisdiction of the District.

~~Category One~~

~~Interests in real property within 10 miles of the airport. [See new Category 2.]~~

~~Category Two~~

~~Investments and business positions in business entities, and income, including loans, gifts, and travel payments, from sources, that:~~

- ~~a) engage in land development, construction, or the acquisition or sale of real property;[See new Category 3.]~~
- ~~b) are contractors or subcontractors engaged in the performance of work or the provision of services of the type utilized by the District, including, but not limited to:[See new Category 4.]~~
  - ~~• runway design~~
  - ~~• security management~~
  - ~~• environmental impact reports;~~
- ~~c) provide, manufacture, or sell supplies, materials, machinery, or equipment of the type utilized by the District, including, but not limited to:[See new Category 4.]~~
  - ~~• snow removal equipment~~
  - ~~• specialty lighting for runways~~
  - ~~• specialty vehicles for fuel operations;~~
- ~~d) rent hangar space, or are on the waiting list to rent hangar space, from the agency.[See new Category 6.]~~

Category 1: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that are located in, that do business in or own real property within 10 miles of the jurisdiction of the District.

Category 2: All interests in real property which is located in whole or in part within, or not more than 10 miles outside, the jurisdiction of the District.

Category 3: All investments and business positions in business entities, and sources of

income, including gifts, loans and travel payments, that are engaged in land development, construction or the acquisition or sale of real property within the jurisdiction of the District.

Category 4: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the District.

Category 5: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the designated position's department, unit or division.

Category 6: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that rent hangar space, or are on the waiting list to rent hangar space, from the District.

Category 7: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, including income from a non-profit or other organization, if the source is of the type to receive grants or other monies from or through the District or its subdivisions

TRUCKEE-TAHOE AIRPORT DISTRICT  
CONFLICT OF INTEREST CODE  
Amended October 28, 2020  
RESOLUTION No. \_\_\_\_\_