

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

CODES

- ARTICLE 2 - ETHICS**
- PART 2.3 - CONFLICTS OF INTEREST**
- SECTION 2.30 - CONFLICTS OF INTEREST**


(a) The California Political Reform Act, Government Code Sections 81000, *et seq.*, requires state and local government agencies to adopt and promulgate Conflict of Interest Codes. The California Fair Political Practices Commission (“FPPC”) has adopted a regulation, 2 Cal. Code of Regs. Section 18730, which contains the terms of a standard model Conflict of Interest Code, which can be incorporated by reference, and which may be amended by the FPPC to conform to amendments in the California Political Reform Act after public notice and hearings. Therefore, the terms of 2 Cal. Code of Regs. Section 18730 and any amendments to it duly adopted by the FPPC, along with the attached Appendix, 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 Authority.

(b) Designated employees shall file Statements of Economic Interests with the Authority Clerk which will make the statements available for public inspection and reproduction (Cal. Gov. Code Section 81008). Upon receipt of the completed Statements of Economic Interest, the Authority Clerk shall date stamp and retain the original statements for all designated employees (Cal. Gov. Code Section 87500 (p)). The original Statements of Economic Interest for heads of agencies, and members of boards or commissions (i.e. President/CEO, General Counsel, Chief Auditor, Vice Presidents, Board Member, and Public Committee Members) will be forwarded to the Clerk of the San Diego County Board of Supervisors (Cal. Gov. Code Section 87500 (k) and the Authority will maintain a copy.

(c) Appendices

(1) Appendix A - Designated Employee Positions

LIST OF DESIGNATED POSITIONS	*ASSIGNED DISCLOSURE CATEGORY
Accounting Manager	4
Administrative Services Manager	4
Airport Art Program Manager	4
Airport Art Program Coordinator II	4
Airport Properties Operations Coordinator	4
Air Service Program Manager	4
Airside Operations Duty Manager II	2,4
Airside & Terminal Resource Systems Manager	4

Approved and/or authorized by the
Board of Supervisors of the County of San Diego.
Meeting Date: 11/15/22 Minute Order No. 23
By:  Date: 11/15/22

CODE SECTION NO. 2.30

Application Development Analyst	4
Asset Manager	2,4
Associate Airport Planner	2,4
Assistant Authority Clerk II	4
Associate Asset Manager	4
Associate Engineer	2,4
Attorney	1
Auditor	1***
Board Member	1
Chief Auditor	1***
Construction Manager	2, 4
Consultant*	1**
Cost Analyst	2,4
Customer Relations Manager	4
Database Administrator	4
Director, Accounting	1
Director, Airport Design & Construction	1
Director, Airport Planning & Environmental Affairs	1
Director, Aviation Security & Public Safety	1
Director, Board Services/Authority Clerk	1
Director, Capital Financial Planning & Airline Relations	1
Director, Communications	1
Director, Counsel Services	1
Director, Customer Experience & Innovation	1
Director, Facilities Management	1
Director, Financial Planning and Budget	1
Director, Government Relations	1
Director, Ground Transportation	1
Director, Information & Technology Services	1
Director, Marketing & Air Service Development	1
Director, Procurement	1
Director, Revenue Management	1
Director, Talent, Culture & Capability	1
Director, Terminal & Airside Operations	1
Document Control Manager	4
Financial Analyst I/II	4
General Counsel	1
Geographic Information System & Computer Aided Design System Manager	4

CODE SECTION NO. 2.30

Human Resources Analyst I/II	4
Human Resources Information Systems Analyst II	4
IT Project Manager	4
Innovation Program Manager	4
Labor Compliance Supervisor	3,4
Maintenance Project Inspector	3,4
Management Analyst	4
Manager, Airport Finance	4
Manager, Airport Planning	2,4
Manager, Airside Operations	4
Manager, Audit Services	1***
Manager, Aviation Security & Law Enforcement	3,4
Manager, Business Analytic	4
Manager, Business & Systems Applications	4
Manager, Customer Experience Design	4
Manager, Contracts	4
Manager, Emergency Preparedness & Public Safety	3,4
Manager, Energy & Water Management	4
Manager, Environmental Affairs	2,4
Manager, Facilities Management	2,4
Manager, Government & Community Relations	4
Manager, Ground Transportation	4
Manager, HR Business Partnerships	4
Manager, Infrastructure Operations	4
Manager, Insurance & Construction, Risk	2,4
Manager, Learning & Capability	4
Manager, Procurement & Contract Services	4
Manager, Safety & Labor Compliance	2,4
Manager, Service Desk & IT Terminal Operations	4
Manager, Small Business Development	4
Manager, Terminal Operations	4
President/CEO	1
Procurement Analyst I/II	4
Program Manager, Engineering & Construction	2,4
Program Manager, Concessions	2,4
Project Analyst	4
Project Controls Analyst	4
Project Manager	4
Public Audit, and Art Advisory Committee Members)	1

Purchasing Card Program Analyst	4
Quality Control Manager	3,4
Quieter Home Program Coordinator	2,4
Risk Management Analyst I/II	4
Safety & Loss Prevention Analyst I/II	4
Security & Public Safety Analyst I/II	4
Senior Accountant	4
Senior Airport Planner	2,4
Senior Airside Operations Duty Manager	2,4
Senior Applications Development Analyst	4
Senior Attorney	1
Senior Auditor	1***
Senior Construction Inspector	2,3
Senior Cost Analyst	2,4
Senior Director, External Relations	1
Senior Engineering Technician	2,4
Senior Financial Analyst	4
Senior Human Resource Analyst	4
Senior Maintenance Project Inspector	2,3
Senior Management Analyst	3
Senior Manager, Arts Program	4
Senior Manager, Construction Services	2,4
Senior Manager, Information Technology	4
Senior Manager, Marketing	4
Senior Marketing Specialist	4
Senior Procurement Analyst	4
Senior Project Controls Analyst	2,4
Senior Risk Management Analyst	4
Senior Systems Support Analyst	4
Senior Terminal Operations Coordinator	4
Small Business Development Program Coordinator	4
Small Business Development Program Manager	2,4
Systems Support Analyst I/II	4
Terminal Operations Coordinator	4
Vice President & Chief Development Officer	1
Vice President, Treasurer & Chief Financial Officer	1

Vice President & Chief Operations Officer	1
Vice President, Marketing, Innovation & Chief Revenue Officer	1

- * Consultants are persons who meet the definition found in 2 Cal. Code of Regs. Section 18700.3.
- ** Consultants shall disclose pursuant to Category 1, the broadest disclosure category in this Conflict of Interest Code, unless the President/CEO determines in writing that a particular consultant, although a designated employee, is hired to perform a range of duties that are limited in scope and thus is not required to comply with the disclosure requirements described in this Appendix. Such determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The determination of the President/CEO is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code. Nothing herein excuses any such consultant from any other provision of this Conflict of Interest Code.
- *** Pursuant to 2 Cal. Code of Regs. Section 18733, an employee in this category may file a Form 700A.

(2) Appendix B - Disclosure Categories

General Provisions. The Authority has jurisdiction throughout the County of San Diego (hereinafter “County”). Accordingly, when a designated employee or individual is required to disclose investments, business positions, and sources of income, they need only disclose investments in business entities and sources of income that do business in the County, plan to do business in the County, or have done business in the County within the past two (2) years. In addition to other activities, a business entity is doing business within the County if it owns real property within the County. When a designated employee or individual is required to disclose real property, they need only disclose that which is located in whole or in part within or not more than two (2) miles outside the boundaries of the County or within two (2) miles of any land owned or used by the Authority.

Definition of Disclosure Categories

Category 1 - Designated employees assigned to Category 1 shall report as follows:

Business positions, investments and sources of income that are either located in or doing business in the County, are planning to do business in the County, or have done business in the County in the past two (2) years.

Interests in real property in the County, including real property within two (2) miles of the boundaries of the County.

Category 2 - Designated employees assigned to Category 2 shall report as follows:

Investments and business positions in business entities, and income from sources that engage in land development, construction, or the acquisition or sale of real property.

Interests in real property in the County, including real property within two (2) miles of the boundaries of the County, or property located within a two (2) mile radius of any property owned or used by the Authority.

Category 3 - Designated employees assigned to Category 3 shall report as follows:

All investments, business positions, interests in real property and sources of income subject to the regulatory, permit or licensing authority of the Authority.

Category 4 – Designated employees assigned to Category 4 shall report as follows:

Investments and business positions in business entities and sources of income including those that provide services, supplies, materials, machinery or equipment of the type utilized by the Authority or any individual department of the Authority.

[Amended by Resolution No. 2022-0087 dated October 6, 2022.]
[Amended by Resolution No. 2020-0081 dated September 3, 2020.]
[Amended by Resolution No. 2018-0090 dated September 13, 2018.]
[Amended by Resolution No. 2016-0072 dated September 15, 2016]
[Amended by Resolution No. 2014-0083 dated September 4, 2014]
[Amended by Resolution No. 2012-0089 dated September 6, 2012]
[Amended by Resolution No. 2010-0090 dated September 2, 2010]
[Amended by Resolution No. 2008-0107 dated September 4, 2008]
[Amended by Resolution No. 2006-0133 dated November 13, 2006]
[Amended by Resolution No. 2004-0097 dated October 4, 2004]
[Adopted by Resolution No. 2002-02 dated September 20, 2002]