

RESOLUTION NO. 2022-11
A RESOLUTION OF THE SCOTIA COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS REVISING THE CONFLICT OF INTEREST CODE

WHEREAS, the Political Reform Act, Government Code §81000, et seq., requires every state or local government agency to adopt and promulgate a Conflict of Interest Code; and

WHEREAS, the Fair Political Practices Commission has adopted a regulation, 2 California Administrative Code (Cal. Adm. Code) §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 Fair Political Practices Commission after public notice and hearings to conform to amendments to the Political Reform Act; and

WHEREAS, the Scotia Community Services District may incorporate in its Conflict of Interest Code, by reference, regulation 2 Cal. Adm. Code §18730; and

WHEREAS, the Scotia Community Services District has determined that the attached Conflict of Interest Code accurately sets forth the current organizational structure of departments, their designated positions and the respective categories of financial interests which should be made reportable and those boards and commissions which should be designated and the respective categories of financial interests which should be made reportable by their members.

NOW, THEREFORE, be it resolved by the Scotia Community Services District as follows:

Section 1. The Recitals and Attachments set forth are incorporated herein and made an operative part of this Resolution.

Section 2. With the additions attached hereto as Exhibit A, the terms of 2 Cal. Adm. Code §18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and made a part of the Conflict of Interest Code of the Scotia Community Services District.

Section 3. The terms of 2 Cal. Adm. Code §18734, relating to Designated Employees and Consultants, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated by reference and made a part of the Conflict of Interest Code of the Scotia Community Services District.

Section 4. The Board Clerk will review the SCSD Conflict of Interest Code on a biennial basis as is required by Humboldt County and if changes are required will submit a revised code for Board approval, or if no changes are necessary, so notify the Board by the applicable deadline specified in the Political Reform Act.

Section 5. This Resolution shall be effective upon adoption.

Attachments:

Exhibit A- Provisions of Conflict of Interest Codes incorporated by reference, Disclosure Categories, and Designated Employees and Consultants

PASSED AND ADOPTED this 18th day of August 2022 by the following vote:

AYES: Amsted, Black, Newmaker, Pryor, Sellen

NOES: 0

ABSENT: 0

ABSTAIN: 0

APPROVED: Paul Newmaker

Board President

ATTEST: [Signature]
Board Clerk for Julie Hawkins

Exhibit A



Conflict of Interest Code

Updated August 18, 2022

The Political Reform Act (Government Code §§ 81000, et seq., hereinafter referred to as the Act) 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 California Code of Regulations § 18730) which contains the terms of a standard conflict of interest code, which can be incorporated by reference in an agency’s code. After public notice and hearings it may be amended by the FPPC to conform to amendments in the Act. Therefore, the terms of § 18730 and any amendments to it adopted by the FPPC are hereby incorporated by reference. This regulation and the text here designating officials and employees and establishing disclosure categories shall constitute the conflict of interest code of the Scotia Community Services District (“District”).

The full text of Section 18730, together with any amendment thereto, may be found at:

www.scotiacsd.com/policies/

DESIGNATED POSITIONS: The designated positions listed below are required to file Form 700 Statements of Economic Interests disclosing certain personal financial interests. Upon receipt of the statements, the District shall make and retain a copy and forward the original of this statement to the Humboldt County Clerk of the Board of Supervisors. Statements of Economic Interests are public records available for public inspection. These positions are required to file the applicable individual schedules to report investments, business positions, sources of income and interests in real property located in the District’s jurisdiction. The applicable schedules to be filed for each position are based on the disclosure category assigned to the designated position.

Designated Positions	Disclosure Category
• Board Member	1
• Consultants	
▪ General Manager	2
▪ Assistant General Manager	2
▪ District Engineer	2
• Administrative Assistant	1
• Board Clerk	1
• Lead Operator	1
• Crew Leader/Equipment Operator	1
• Operator I/II	1

Exhibit A

Disclosure Categories

Category 1

- A. Interests in real property located entirely or partly within District boundaries, or within two miles of District boundaries, or of any landed owned or used by the District.
- B. Investments or business positions in or income (including gifts, loans and travel payments) from and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management sources that provide, plan to provide, or have provided in the last two years facilities, goods, software, hardware, or services, including consulting services, to the District, or are engaged in the acquisition of real property within the District.

Category 2

- A. Consultants, including but not limited to architects, developers, contractors, sub-contractors, and materials suppliers shall disclose pursuant to the broadest disclosure category in the conflict of interest code subject to the following limitation: The District may determine in writing that a particular consultant is hired to perform a range of duties that is limited in scope and, thus, is not required to comply with the full disclosure requirements described above, but instead must comply with more tailored disclosure requirements specific to that consultant. Such a determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of the disclosure requirements.