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HUMBOLDT COUNTY ELECTIONS

2024 Local Agency Biennial Notice

Name of Agency: Loleta Community Services District

Mailing Address: P.O. Box 236 Loleta, CA 95551

Contact Person: Dennie Her Phone No. (707) 733-1717

Email: generalmanager@csd.com Alternate Email: _____

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict of interest code and has determined that (check one BOX):

An amendment is required. The following amendments are necessary:

(Check all that apply.)

- Include new positions
- Revise disclosure categories
- Revise the titles of existing positions
- Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- Other (describe) see attached

The code is currently under review by the code reviewing body.

No amendment is required. (If your code is over five years old, amendments may be necessary.)

Verification (to be completed if no amendment is required)

This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.

Signature of Chief Executive Officer

Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **August 5, 2024** to:

Humboldt County Office of Elections
Attn: Wojciech Czyz
2426 6th Street, Eureka, CA 95501

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

RESOLUTION NO. 2024-02

**A RESOLUTION OF THE
LOLETA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
AMENDING THE CONFLICT OF INTEREST CODE**

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

WHEREAS, the Loleta Community Services District is required to direct the adoption and review of its conflict of interest code; and

WHEREAS, the Act requires that such direction must occur by August 5 of each even numbered year; and

WHEREAS, the District's Conflict of Interest statement is contained within the Board of Director's Policy Manual.

NOW, THEREFORE, BE IT RESOLVED, that the Loleta Community Services District Board of Directors hereby amends the Board Policy Manual as follows:

1. The Conflict of Interest Code for the Loleta Community Services District is attached hereto.
2. This Resolution supersedes all previous Conflict of Interest Codes.
3. Pursuant to Government Code Section 87303, that this Resolution be forwarded to the Humboldt County Board of Supervisors for its approval and be deemed adopted and promulgated by Humboldt Community Services District on such approval.


PASSED, APPROVED, AND ADOPTED at a regular meeting of the Board of Directors for the Loleta Community Services District held this 18th day of July 2024 upon the following roll call vote:

AYES: 4
NOES: 0
ABSENT: 0



Seth Marks, Board President

ATTEST:



Emily Shears, Board Secretary

CONFLICT OF INTEREST CODE FOR THE LOLETA COMMUNITY SERVICES DISTRICT

Rule IV-14A: INTRODUCTION.

This Conflict-of-Interest Code incorporates by reference those portions of California Fair Political Practices Commission Regulation No. 18730 that apply to local entities, officials and employees and any future amendments to those regulations. To the extent that other provisions of this Conflict of Interest Code are inconsistent with California statutes or CA FPPC Regulation 18730, the provisions of the State statute or regulation will control.

COMMENT: Added to incorporate CFPPC Section 18730 into the District's Policy Manual. Section 18730 was previously adopted as Policy 1035. Section 18730 was included in the District's Conflict of Interest Code for clarity.

Rule IV-14AB: PARTICIPATION.

Directors shall abstain from participating in consideration on any item involving a legally prohibited conflict of interest. Unless such a conflict exists, however, directors should not abstain from the board's decision-making responsibilities.

COMMENT: Updated numbering.

Rule IV-14B: REFERENCE.

~~The District adopts the requirements of Fair Political Practices Regulation 18730 by reference.~~

COMMENT: Deleted this section as it is now redundant as Rule IV-14A was added.

Rule IV-14C: POSITIONS APPLICABLE DESIGNATED EMPLOYEES.

Directors and the General Manager must file conflict of interest forms.

COMMENT: Changed the section title to conform with language used in the Act.

Rule IV-14D: FILINGS.

The Board Secretary administers the Conflict of Interest Code for the District and notifies persons of their filing obligation. Once filed, the Board Secretary forwards a copy of the form to the officer of elections and maintains the document.

Rule IV-14E: TIMING.

Designated Employees are required to file an Assuming Office Statement when they assumed a designated position, an Annual Statement each year and a Leaving Office Statement within thirty days of resignation or termination. Annual Statements shall be filed no later than April 1st.

COMMENT: Added the deadline for clarity.

Rule IV-14F: ~~SUBJECT MATTER~~ DISCLOSURE CATEGORIES.

All Designated Employees shall disclose all business entities and non-profit organizations in which they have an investment greater than \$500 or in which they are a director, officer, partner, trustee, employee or hold any position of management: all interests in real property in or adjacent to the District; and all sources of income including gifts, loans and travel payments.

COMMENT: Changed the section title to conform with language used in the Act.