

RESOLUTION NO. 2022-2288

**A RESOLUTION APPROVING BOARD POLICY REVISIONS
FOR B-130 CONFLICT OF INTEREST**

THE LAS GALLINAS VALLEY SANITARY DISTRICT

WHEREAS, the Board of Directors ("Board") has determined that a comprehensive list of Policies and Procedures for the Board is in the best interest of the District; and

WHEREAS, the Board has compiled a comprehensive list of Policies and Procedures to serve as the rules and regulations of the Board; and

WHEREAS, the Board did adopt such comprehensive list of Policies and Procedures on July 9, 2009; and

WHEREAS, such policies may need to be updated from time to time; and

WHEREAS, on November 3, 2022, the Board reviewed Board Policy B-130 Conflict of Interest;

NOW THEREFORE, the Board of Directors of the Las Gallinas Valley Sanitary District approves the following revised policy sections: B-130 CONFLICT OF INTEREST. The previously approved Board Policy B-130 is hereby revoked and declared null and void.

If any policy or portion of a policy contained within the Policies and Procedures is in conflict with rules, regulations, or legislation having authority over the Las Gallinas Valley Sanitary District, said rules, regulations or legislation shall prevail.

The Policies and Procedures shall remain in effect until amended by at least a majority vote of the Board of Directors.

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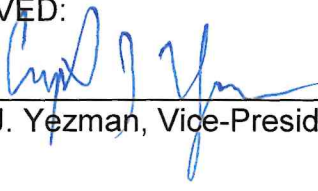
I hereby certify that the forgoing is a full, true, and correct copy of a resolution duly and regularly passed and adopted by the Sanitary Board of the Las Gallinas Valley Sanitary District, Marin County, California, at a meeting thereof held on the 17th day of November 2022, by the following vote of the members thereof:

AYES, and in favor thereof Members: *Clark, Ford, Murray and Terman*
NOES, Members: *None*
ABSENT, Members: *Schriebsman*
ABSTAIN, Members: *None.*



Teresa Lerch, Board Secretary

APPROVED:



Crystal J. Yezman, Vice-President



B-130 CONFLICT OF INTEREST**Purpose**

This policy establishes the rules for disclosure of financial interest and sets forth provisions to avoid conflict of interest.

B-130-10 Statements. Board Members shall file statements of economic interest as required by the Fair Political Practices Commission's regulation, 2 Cal. Code of Regs. 18730.

B-130-20 State Regulations. The terms of 2 Cal. Code of Regs. 18730 and any amendments to it adopted by the Fair Political Practices Commission are hereby incorporated by reference, and, along with the attached Appendix A, in which members of the Board and employees of the District are designated, and in which disclosure categories are set forth, constitutes the conflict of interest code of the District.

B-130-30 Compliance Requirements. Board Members and District employees shall comply with all terms and conditions of the conflict of interest code.

B-130-40 Abstaining From Voting. Board Members shall abstain from discussion and voting, and leave the Board table on any agenda item at a Board meeting involving a personal or financial conflict of interest per statute. Unless a conflict of interest exists, Board Members should not abstain from the Board's decision-making responsibilities.

Resolution No. 2022-2288	Date Approved: November 17, 2022
President of the Board	Last Reviewed: November 3, 2022

LAS GALLINAS VALLEY SANITARY DISTRICT

APPENDIX "A"

CATEGORY 1

Persons in this category shall disclose all interests in real property located within the jurisdiction of the Las Gallinas Valley Sanitary District. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within, or not more than two miles outside of, the boundaries of the jurisdiction, or within two miles of any land owned or used by the District.

Persons are not required to disclose property used primarily as their principal residence or any other property that they utilize exclusively as their personal residences.

CATEGORY 2

Persons in this category shall disclose reportable income from persons or business entities that have a franchise or contract with the District or that provide, plan to provide or have provided within two years from the time a statement is required under this Conflict of Interest Code, franchise or contractual services, or other services, supplies, materials or equipment of the type utilized by the District.

CATEGORY 3

Persons in this category shall disclose reportable investments in business entities that have a franchise or contract with the District or that provide, plan to provide or have provided within two years from the time a statement is required under this Conflict of Interest Code, franchise or contractual services, or other services, supplies, materials or equipment of the type utilized by the District.

CATEGORY 4

Persons in this category shall disclose reportable business positions in business entities that have a franchise or contract with the District or that provide, plan to provide or have provided within two years from the time a statement is required under this Conflict of Interest Code, franchise or contractual services, or other services, supplies, materials or equipment of the type utilized by the District.

CATEGORY 5

For consultants who serve in a staff capacity with the District, the consultant shall disclose based on the disclosure categories assigned elsewhere in this code for that staff position. For consultants who do not serve in a staff capacity, the following disclosure categories shall be used:

Persons required to disclose in this category must disclose pursuant to subcategories A, B, and C below unless the Executive Officer determines 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 fully comply with the disclosure requirements in categories A, B, or C. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Officer's determination is a public record and must be retained for public inspection in the same manner and at the same location as the District's conflict of interest code.

- A. Reportable interests in real property in the jurisdiction as specified above in Category 1.
- B. Reportable personal and business entity income, as specified above in Category 2.
- C. Reportable investments, as specified above in Category 3.
- D. Reportable business positions, as specified above in Category 4.

LAS GALLINAS VALLEY SANITARY DISTRICT

APPENDIX "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Member of Board of Directors	1, 2, 3, 4
Member of Board of Directors (Alternate)	1, 2, 3, 4
General Manager	1, 2, 3, 4
District Counsel	1, 2, 3, 4
Administrative Services Manager	1, 2, 3, 4
District Engineer	1, 2, 3, 4
Plant Manager	1, 2, 3, 4
Collection System/Safety/Maintenance Manager	1, 2, 3, 4
Consultant	5