RESOLUTION NO. 2026-09
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SPALDING COMMUNITY SERVICES DISTRICT ADOPTING THE DISTRICT'S CONFLICT OF INTEREST CODE (APPENDIX A TO POLICY 1020) AND AMENDING POLICY 1020

WHEREAS, the Spalding Community Services District ("District") is a community services district duly organized and existing under the Community Services District Law, California Government Code Section 61000 *et seq.*, and provides wastewater, fire protection, and recreation services within Lassen County; and

WHEREAS, the Political Reform Act, Government Code Section 81000 *et seq.*, requires every local government agency to adopt and promulgate a conflict of interest code, and the Fair Political Practices Commission has adopted a standard code in California Code of Regulations, Title 2, Section 18730, which agencies may adopt by reference; and

WHEREAS, Policy 1020 (Conflict of Interest), adopted in 2010, incorporates Section 18730 by reference and provides that an Appendix A designating positions and disclosure categories constitutes the District's conflict of interest code; and

WHEREAS, the Appendix A on file with the District consists of a template prepared for another agency and does not designate any District position or set disclosure categories for the District; and

WHEREAS, Government Code Section 87306.5 requires each local agency to review its conflict of interest code in every even-numbered year, and Government Code Section 87306 requires an agency to submit an amended code to its code reviewing body, which for the District is the Lassen County Board of Supervisors, within ninety (90) days of a change requiring amendment; and

WHEREAS, the Board of Directors has reviewed the proposed Appendix A, attached as Exhibit A, and the proposed amendments to Policy 1020, and finds that Exhibit A accurately designates the District's decision-making positions and sets disclosure categories appropriate to the District; and

WHEREAS, this meeting of the Board of Directors was noticed and conducted in compliance with the Ralph M. Brown Act, Government Code Section 54950 *et seq.*;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Spalding Community Services District as follows:

SECTION 1. Adoption of Conflict of Interest Code

The Conflict of Interest Code set forth in Exhibit A (Appendix A to Policy 1020) is hereby adopted. Together with California Code of Regulations, Title 2, Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, which are incorporated by reference, Exhibit A constitutes the Conflict of Interest Code of the District and supersedes the Appendix A previously on file.

SECTION 2. Designated Positions

The following positions are designated in Exhibit A, with the disclosure categories stated there:

- Members of the Board of Directors;
- General Manager; and
- Fire Chief.

Consultants file as provided in Exhibit A.

SECTION 3. Filing of Statements of Economic Interests

Designated positions shall file statements of economic interests on Form 700 with the Clerk of the County of Lassen, within the time limits in Section 18730: initial and assuming-office statements within 30 days, annual statements by April 1, and leaving-office statements within 30 days. Members of the Board of Directors shall file all statements, initial, annual, and leaving-office, with the Clerk of the County of Lassen.

SECTION 4. Amendment of Policy 1020

Policy 1020 (Conflict of Interest) is amended as set forth in the amended Policy 1020 presented with this Resolution, which adds provisions on filing deadlines, amendment and approval of the Code, biennial review, disqualification, and recordkeeping, and which refers to this Resolution. The amended Policy 1020 takes effect upon adoption of this Resolution, except that the Code in Exhibit A takes effect as provided in Section 5.

SECTION 5. Submission to Code Reviewing Body

The General Manager is hereby directed to submit a certified copy of this Resolution and Exhibit A to the Lassen County Board of Supervisors, as the code reviewing body, for approval. The Code in Exhibit A takes effect when approved by the code reviewing body. Until then, the District shall continue its current filing practices and shall not treat the Tehama template as the District’s code.

SECTION 6. Biennial Review

The General Manager is directed to submit the District’s 2026 biennial notice to the code reviewing body, stating that an amendment is required and that the amended Code is being

submitted under this Resolution, and to review the Code in every even-numbered year thereafter as provided in Policy 1020.4 and Government Code Section 87306.5.

SECTION 7. Filing of Resolution

The General Manager is hereby authorized and directed to file a certified copy of this Resolution in the District's official records, to provide it to the Lassen County Board of Supervisors and the Clerk of the County of Lassen, and to notify each designated position of its filing obligations.

SECTION 8. Severability

If any section, subsection, sentence, clause, or phrase of this Resolution is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this Resolution.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2026, by the following vote:

AYES: ABSENT:

NOES: ATTEST:

ABSTAIN:

APPROVED:

_____
Kathy Claytor, Chair
Spalding Community Services District

_____
Mike Garcia, General Manager
Spalding Community Services District

EXHIBIT A
APPENDIX A TO POLICY 1020
CONFLICT OF INTEREST CODE OF THE
SPALDING COMMUNITY SERVICES DISTRICT

1. Model Code Adopted. The terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are incorporated by reference and, along with this Appendix A in which officials and employees are designated and disclosure categories are set forth, constitute the Conflict of Interest Code of the District. A copy of the current text of Section 18730 shall be kept on file with the Secretary of the Board.

2. Designated Positions and Filing. Designated positions, shown in Section 4, shall file statements of economic interests on Form 700 with the Clerk of the County of Lassen, within the time limits established by Section 5 of the Standard Code.

3. Disclosure Categories.

Category 1: All investments, business positions in business entities, and sources of income, including gifts, loans, and travel payments, from sources that are located in or doing business in Lassen County, or that provide services, supplies, materials, machinery, vehicles, equipment, or contract work of the type utilized by the District.

Category 2: All interests in real property located within the boundaries of the District or within two (2) miles of the boundaries of the District, or of any land owned or used by the District.

4. Designated Positions and Assigned Disclosure Categories.

Designated Position	**Disclosure Category**
Member of the Board of Directors	1 and 2
General Manager	1 and 2
Fire Chief	1
Consultants (see Section 5)	As determined in Section 5

5. Disclosure by Consultants. Consultants shall file a conflict of interest form with the Clerk of the County of Lassen within 30 days of the execution of the contract for the consultant's services, in the format for Category 1, provided, however, that the Board of Directors may, upon the recommendation of the General Manager, determine that the functions of the consultant are such that the duties are limited in scope and do not present a reasonable possibility or opportunity to influence decisions that might otherwise have an

economic impact on the consultant or his or her source of income or any real property owned by the consultant within the District. Any such determination shall include and be based on a written description of the consultant's duties, which description may be included as the scope of work in the consultant's written contract with the District. A consultant shall be any person as defined under 2 California Code of Regulations 18700.3. Professional engineers and surveyors shall not be considered consultants for the purpose of reporting when undertaking professional activities as described in Government Code Section 87100.1(a).

6. Disclosure Statements. Statements shall be made on Form 700 and shall contain the information required by this Code for the position's disclosure category. A person holding more than one designated position shall file one statement, in the category requiring the broadest disclosure.

7. Review and Amendment. This Code shall be reviewed every even-numbered year and amended as needed, in accordance with Policies 1020.3 and 1020.4 and Government Code Sections 87306 and 87306.5.

8. Severability. If any provision of this Code or the application thereof to any person or circumstances is held invalid, the invalidity shall not affect other provisions or applications of this Code which can be given effect without the invalid provision or application, and to this end the provisions of this Code are severable.