

**CHRISTIAN VALLEY PARK COMMUNITY SERVICES DISTRICT**  
**REVISED AND APPROVED 11/10/20**

**POLICY TITLE:** Conflict of Interest  
**POLICY NUMBER:** ~~1020~~ 1035

The Christian Valley Park Community Services District, ("the District") Governing Board desires to maintain the highest ethical standards and help ensure that decisions are made in the best interest of the District and the public. Accordingly, no Board member, District employee, or other person in a designated position shall participate in the making of any decision for the District when the decision will or may be affected by his/her financial, family, or other personal interest or consideration.

Even if a prohibited conflict of interest does not exist, a Board member shall abstain from voting on personnel matters that uniquely affect his/her relatives. However, a Board member may vote on personnel matters that affect a class of employees to which his/her relative belongs. Relative means an adult who is related to the Board member by blood or affinity within the third degree, as determined by the common law, or an individual in an adoptive relationship within the third degree.

A relationship within the third degree includes an individual's parents, grandparents, great-grandparents, children, grandchildren, great-grandchildren, brothers, sisters, aunts, uncles, nieces, nephews, and the similar family of the individual's spouse/registered domestic partner unless the individual is widowed or divorced.

The Political Reform Act, Government Code 81000, et seq., requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation, Title 2 California Code of Regulations, Section 18730, which contains the terms of a standard conflict of interest code. It can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act. Therefore, the terms of Title 2 California Code of Regulations, Section 18730 and any amendments to it duly 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 of Directors and employees are designated, and in which disclosure categories are set forth, constitute the conflict of interest code of the Christian Valley Park Community Services District, "The District"

Designated employees shall file statements of economic interests with the Placer County Elections Office, which will make the statements available for public inspection and reproduction. (Gov. Code Section 81008.). A Board member who leaves office or a designated employee who leaves District employment shall, within 30 days, file a revised statement covering the period of time between the closing date of the last required statement and the date of leaving office or District employment. (Government Code 87302, 87302.6)

Upon direction by the Placer County Elections Office, the Board shall review the District's conflict of interest code and submit any changes to the Office or, if no change is required, the Board shall submit a written statement to that effect. (Government Code Section 87306.5.)

When a change in the District's conflict of interest code is necessitated due to changed circumstances, such as the creation of new designated positions or changes to the duties assigned to existing positions, the amended code shall be submitted to the code reviewing body within 90 days after the changed circumstances necessitating the amendments have become apparent. (Government Code Section 87306.)

When reviewing and preparing the District's conflict of interest code, the General Manager or designee shall provide officers, employees, consultants, and members of the community adequate notice and a fair opportunity to present their views. (Government Code Section 87311.)