
Butte County Mosquito and Vector Control District

POLICY MANUAL

POLICY TITLE: Conflict of Interest
POLICY NUMBER: 2020

2020.1 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 (2 Cal. Code of Regs. §18730) that 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 hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 Cal. Code of Regs. §18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendices, designating positions and establishing disclosure categories, shall constitute the conflict- of- interest code of the Butte County Mosquito and Vector Control District.

2020.1.1 Individuals holding designated positions shall file their statements of economic interests with the District, which will make the statements available for public inspection and reproduction. (Gov. Code Sec. 81008.) All statements will be retained by the District.

APPENDIX A

BUTTE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT CONFLICT OF INTEREST CODE APPENDIX OF DESIGNATED POSITIONS

Designated Positions. The positions listed below include those persons who are deemed to make, or participate in the making of; decisions, which may foresee ably, have a material effect on any financial interest. The persons holding the designated positions listed shall disclose interests and investments in accordance with the corresponding disclosure categories, which are defined below.

Designated Positions	Disclosure Category
Members of the Board of Trustees	1, 2, 3, 5
Office Manager	1 & 3
Mechanic	4
Pilot (All pilot positions)	3 & 4
Public Information Officer	4
Regional Supervisor	1& 3
Legal Counsel	1, 2, 3, & 5
Consultants	*

*Consultants and new positions shall be included in the list of designated positions and shall disclose pursuant to the broadest category in this conflict-of-interest code subject to the following limitations:

The District Manager may determine in writing that a particular consultant or new position, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus, is not required to fully comply with the disclosure requirement in this Section. Such written determination shall include a description of the consultant’s or new position’s duties and, based upon that description, a statement of the extent of disclosure requirements. The District Manager’s determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of interest code. (Gov. Code Sec. 81008.)

OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

The following positions are not covered by the code because the positions manage public investments. Individuals holding such positions must file under full disclosure pursuant to Government Code Section 87200 and are listed for informational purposes only:

District Manager
Assistant Manager
Administrative Manager

An individual holding one of the above listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe their position has been categorized incorrectly. The Fair 3 Political Practices Commission makes the final determination whether a position is covered by Government Code Section 87200.

APPENDIX B

BUTTE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT CONFLICT OF INTEREST CODE APPENDIX OF DISCLOSURE CATEGORIES

Category 1: Positions designated in this category must report investments, business positions in business entities, and sources of income (including receipt of gifts, loans, and travel payments), from entities that provide services, supplies, materials, machinery, or equipment of the type utilized by the District. Such services and products include but are not limited to pest abatement and control products and public relations and advertising services.

Category 2: Positions designated in this category must report interests in real property that is or may be used for agricultural purposes, located in whole or in part within the boundaries of the District, or within two miles of the District.

Category 3: Positions designated in this category must report investments, business positions in business entities, and sources of income (including receipt of gifts, loans, and travel payments), from entities that have an interest in real property that is used for agricultural purposes.

Category 4: Positions designated in this category must report investments, business positions in business entities, and sources of income (including receipt of gifts, loans, and travel payments), from entities that provide services, supplies, materials, machinery, or equipment of the type utilized by the designated position's unit or division.

Category 5: Positions designated in this category must report investments, business positions in business entities, and sources of income (including receipt of gifts, loans, and travel payments), from entities that filed a claim, or have a claim pending against the District within the previous two years.