

**RESOLUTION NUMBER BFPD 2025-03**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BURNEY FIRE PROTECTION DISTRICT, COUNTY OF SHASTA, STATE OF CALIFORNIA, ADOPTING AN AMENDED CONFLICT OF INTEREST CODE CONTAINING REVISED DESIGNATED POSITIONS AND DISCLOSURE CATEGORIES, AND REPEALING RESOLUTION NO. 2022-06**

WHEREAS, the Political Reform Act, Government Code Section 81000 et. seq., requires state and local government agencies to adopt and promulgate a Conflict of Interest Code; and

WHEREAS, the Fair Political Practices Commission ("FPPC") has adopted a standard model Conflict of Interest Code. The standard model code is codified at 2 California Code of Regulations Section 18730, and can be incorporated by reference by the Burney Fire Protection District ("District" or "BFPD") as the District's Conflict of Interest Code; and

WHEREAS, pursuant to Resolution 2022-06, the Board adopted the District's current Conflict of Interest Code in 2022; and

WHEREAS, since the Board adopted the District's Conflict of Interest Code, there have been personnel changes that require revisions to the Designated Positions list; and

WHEREAS, the Board has determined the attached Appendices A and B accurately set forth the updated positions that should be designated and the disclosure categories for each designated position, including revised disclosure requirements for consultants to reflect the definition of "consultant" in FPPC Regulation 18700.3(a).

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Burney Fire Protection District as follows:

SECTION 1. The standard Conflict of Interest Code, adopted by the FPPC and attached hereto as Exhibit A, as amended by the FPPC from time to time, and Appendix A, which sets forth the designated positions, and Appendix B, which sets forth the disclosure categories, are hereby incorporated by reference and shall constitute the Conflict of Interest Code for the Burney Fire Protection District; and

SECTION 2. Resolution No. 2022-06 is hereby repealed in its entirety.

Passed, Approved, and Adopted by the Board of Directors of the Burney Fire Protection District this 18<sup>th</sup> day of February 2025.

Ayes: *F. Bartell, I. May, P. Grant, R. Valinoti*

Noes: *None*

Absent: *K. VanCleave*

Abstain: *None*

Board Chair:

*Forrest Bartell*

Attest:

*Kathy Newton*  
District Secretary

## APPENDIX A: DESIGNATED POSITIONS

<u>List of Designated Positions</u>	<u>Assigned Disclosure Categories</u>
District Board of Directors	1, 2, 3, 4
Fire Chief and all Chief Officers	1 2, 3, 4
Fire Prevention Officer	1, 2, 3, 4
Administrative Secretary	1, 2, 3, 4
Firefighter (full or part-time)	1 2, 3, 4
Consultant(s)	* See Appendix B

## **APPENDIX B: DISCLOSURE CATEGORIES**

1. Reportable interests in real property in the jurisdiction of BFPD. 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 BFPD (Form 700, Schedule B).
2. Reportable investments in business entities that contract with BFPD 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, services, supplies, materials, or equipment of the type utilized by BFPD (Form 700, Schedules A-1 and A-2).
3. Reportable income from persons or business entities, and reportable business positions in business entities, that contract with BFPD 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, services, supplies, materials, or equipment of the type utilized by the BFPD (Form 700, Schedules A-2 and C).
4. Reportable gifts and travel payments (Form 700, Schedules D and E).

\*Consultants: Disclosure Requirements<sup>1</sup>

### **Designated Consultants**

**Consultants who make (not just recommend) governmental decisions**, such as whether to approve a rate, rule or regulation, whether to issue, deny, suspend, or revoke any permit, license, application, certificate or similar authorization, adopt or grant District approval to a plan, design, report, study, or adopt or grant District approval of policies, standards, or guidelines for the District or any subdivision thereof.

**Consultants who serve in a staff capacity with the District**, and in that capacity participate in making a governmental decision by providing information, an opinion, or a recommendation for the purpose of affecting the decision without significant intervening substantive review.

**Consultants who perform the same or substantially all the same duties for the District** that would otherwise be performed by an individual holding a designated position in the District's Conflict of Interest Code.

### **Disclosure Requirements**

All report *interests in real property* in the jurisdiction: reportable income and business positions; reportable investments; and reportable gifts, unless the Fire Chief determines in writing that a particular consultant is hired to perform a range of duties that is limited in scope and thus not required to fully comply with the disclosure requirements described in the section.<sup>2</sup>

Disclosure required at the same level as a comparable designated position in the same or similar department identified elsewhere in this Code.

Disclosure required at the same level as the comparable designated position identified elsewhere in this Code.

---

<sup>1</sup> When the consultant is a corporation or partnership, only individuals who fit into one of the three categories of "Designated Consultants" must file disclosure statements.

<sup>2</sup> If the Fire Chief determines in writing that a particular consultant is not required to fully comply with the requisite disclosure requirements, then 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 Fire Chief'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.