**Subject:** Accept 2018 Local Agency Biennial Reports for Exempt Agencies

**Department:** County Counsel

**Contact:** Bruce Alpert  
**Phone:** (530) 552-4070

**Meeting Date Requested:** July 24, 2018

**Regular Agenda** ☐  
**Consent Agenda** ☒

**Department Summary:** (Information provided in this section will be included on the agenda. Attach explanatory memorandum and other background as necessary).

The following agencies have reviewed their Conflict of Interest Code exemption status and have determined that the conditions for exemption from compliance with California Government Code Section 87300 still exist. County Counsel has reviewed the attached 2018 Local Agency Biennial Reports and believes them to be proper:

- Drainage District No. 100
- Drainage District No. 200
- Pine Creek Cemetery District
- Thompson Flat Cemetery District

**Fiscal Impact:**

None.

**Personnel Impact:**

Does not apply.

**Action Requested:**

Accept 2018 Local Agency Biennial Reports (exempt agency), documented by a minute order.

**Administrative Office Review:** Sang Kim, Deputy Chief Administrative Officer
Government Code Section 87306.5 requires local agencies to submit to their code reviewing body a biennial report identifying changes in its code, or a statement that their code is not in need of amendment. Your agency has prepared and filed an exemption from the conflict of interest code filing requirements. Notwithstanding this exemption, the Butte County Board of Supervisors, as the code reviewing body, requests that you review the terms and conditions of your agency’s conflict of interest code exemption and complete this form:

1)  □ This agency has reviewed its conflict of interest code exemption statement and has determined that the conditions for exemption still exist. Those conditions are listed below and they all must be met in order for an agency to be exempt:

   1. The Agency does not have regulatory, quasi-regulatory, permit, licensing or planning authority or functions:
   2. The Agency will not acquire real property in the future; and,
   3. The annual operating budget, exclusive of salaries for the Agency is less than $150,000.

2)  □ This agency has reviewed its conflict of interest code exemption and believes that the agency no longer falls within one or more of the exemption criteria. As a result, this agency now requires that it receive an information packet setting forth instructions and containing forms sufficient to formally prepare a model conflict of interest code.

CONTACT PERSON: Cathi Van Artsdalen
NAME OF AGENCY: Drainage District No. 100
MAILING ADDRESS: P.O. Box 384, Richvale, CA 95974

Signature of Chief Executive Officer

Note: Gov. Code Sec. 87306 requires that when an agency has determined that amendments are necessitated by changed circumstances, the amendments or revisions shall be submitted to the code reviewing body within 90 days.

PLEASE RETURN THIS REPORT BY JULY 1, 2018 TO:

BUTTE COUNTY COUNSEL
25 COUNTY CENTER DRIVE, SUITE 210
OROVILLE, CA 95965
Government Code Section 87306.5 requires local agencies to submit to their code reviewing body a biennial report identifying changes in its code, or a statement that their code is not in need of amendment. Your agency has prepared and filed an exemption from the conflict of interest code filing requirements. Notwithstanding this exemption, the Butte County Board of Supervisors, as the code reviewing body, requests that you review the terms and conditions of your agency’s conflict of interest code exemption and complete this form:

1) ☑ This agency has reviewed its conflict of interest code exemption statement and has determined that the conditions for exemption still exist. Those conditions are listed below and they all must be met in order for an agency to be exempt:

   1. The Agency does not have regulatory, quasi-regulatory, permit, licensing or planning authority or functions:

   2. The Agency will not acquire real property in the future; and,

   3. The annual operating budget, exclusive of salaries for the Agency is less than $150,000.

2) ☐ This agency has reviewed its conflict of interest code exemption and believes that the agency no longer falls within one or more of the exemption criteria. As a result, this agency now requires that it receive an information packet setting forth instructions and containing forms sufficient to formally prepare a model conflict of interest code.

CONTACT PERSON: Andrew J. McClure

NAME OF AGENCY: Drainage District No. 200
c/o Minasian, Meith, Soares, Sexton & Cooper LLP

MAILING ADDRESS: P.O. Box 1679, Oroville, CA 95965

Signature of Chief Executive Officer

Note: Gov. Code Sec. 87306 requires that when an agency has determined that amendments are necessitated by changed circumstances, the amendments or revisions shall be submitted to the code reviewing body within 90 days.

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OROVILLE, CA 95965
Government Code Section 87306.5 requires local agencies to submit to their code reviewing body a biennial report identifying changes in its code, or a statement that their code is not in need of amendment. Your agency has prepared and filed an exemption from the conflict of interest code filing requirements. Notwithstanding this exemption, the Butte County Board of Supervisors, as the code reviewing body, requests that you review the terms and conditions of your agency's conflict of interest code exemption and complete this form:

1)  □ This agency has reviewed its conflict of interest code exemption statement and has determined that the conditions for exemption still exist. Those conditions are listed below and they all must be met in order for an agency to be exempt:

   1. The Agency does not have regulatory, quasi-regulatory, permit, licensing or planning authority or functions:

   2. The Agency will not acquire real property in the future; and,

   3. The annual operating budget, exclusive of salaries for the Agency is less than $150,000.

2)  □ This agency has reviewed its conflict of interest code exemption and believes that the agency no longer falls within one or more of the exemption criteria. As a result, this agency now requires that it receive an information packet setting forth instructions and containing forms sufficient to formally prepare a model conflict of interest code.

CONTACT PERSON: J. Baxter Knight

NAME OF AGENCY: Pine Creek Cemetery District

MAILING ADDRESS: 6454 Kelly Lane, Chico, CA 95973

Signature of Chief Executive Officer

Note: Gov. Code Sec. 87306 requires that when an agency has determined that amendments are necessitated by changed circumstances, the amendments or revisions shall be submitted to the code reviewing body within 90 days.

PLEASE RETURN THIS REPORT BY JULY 1, 2018 TO:

BUTTE COUNTY COUNSEL
25 COUNTY CENTER DRIVE, SUITE 210
OROVILLE, CA 95965
2018 LOCAL AGENCY BIENNIAL REPORT
(EXEMPT AGENCY)
THOMPSON FLAT CEMETERY DISTRICT

Government Code Section 87306.5 requires local agencies to submit to their code reviewing body a biennial report identifying changes in its code, or a statement that their code is not in need of amendment. Your agency has prepared and filed an exemption from the conflict of interest code filing requirements. Notwithstanding this exemption, the Butte County Board of Supervisors, as the code reviewing body, requests that you review the terms and conditions of your agency's conflict of interest code exemption and complete this form:

1) ☒ This agency has reviewed its conflict of interest code exemption statement and has determined that the conditions for exemption still exist. Those conditions are listed below and they all must be met in order for an agency to be exempt:
   1. The Agency does not have regulatory, quasi-regulatory, permit, licensing or planning authority or functions:
   2. The Agency will not acquire real property in the future; and,
   3. The annual operating budget, exclusive of salaries for the Agency is less than $150,000.

2) ☐ This agency has reviewed its conflict of interest code exemption and believes that the agency no longer falls within one or more of the exemption criteria. As a result, this agency now requires that it receive an information packet setting forth instructions and containing forms sufficient to formally prepare a model conflict of interest code.

CONTACT PERSON: Grant Hunsicker

NAME OF AGENCY: Thompson Flat Cemetery District
   c/o Butte County General Services

MAILING ADDRESS: 2081 2nd Street, Oroville, CA 95965

Signature of Chief Executive Officer

Note: Gov. Code Sec. 87306 requires that when an agency has determined that amendments are necessitated by changed circumstances, the amendments or revisions shall be submitted to the code reviewing body within 90 days.

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BUTTE COUNTY COUNSEL
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OROVILLE, CA 95965