

**RESOLUTION NO. 2014 - 03**

**RESOLUTION OF THE ALTO SANITARY DISTRICT BOARD OF  
DIRECTORS ADOPTING A CONFLICT OF INTEREST CODE**

**WHEREAS**, the Members of the Board of Directors of the Alto Sanitary District have been reporting their financial interests as required by the Political Reform Act, Government Code Section 81000 et seq.; and

**WHEREAS**, the purpose of this Resolution is for Board of Directors of the Alto Sanitary District to adopt and promulgate its conflict of interest code, as required by the Political Reform Act, Government Code Section 81000 et seq.; and

**WHEREAS**, Attachment A reflects the Required Filers (Conflict of Interest disclosures) of the Alto Sanitary District; and

**WHEREAS**, Attachment B reflects the Disclosure Category for the required filers of the Alto Sanitary District; and

**WHEREAS**, Attachment C delineates the place of filing for members of the Board of Directors and the District Manager of the Alto Sanitary District.

**NOW, THEREFORE, BE IT RESOLVED** that the Conflict of Interest Code be adopted as follows:

Attachments A, B, and C are adopted in their entirety; and

**BE IT FURTHER RESOLVED** that the Alto Sanitary District will review this Conflict of Interest Code biennially to determine if it is accurate or, alternatively, to determine if the code must be amended.

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the Alto Sanitary District held on this 23<sup>rd</sup> day of July, 2014, by the following vote:

AYES: 4 DIRECTORS

NOES: 0 NONE

ABSENT: 1 DIRECTORS

  
\_\_\_\_\_  
PRESIDENT, BOARD OF DIRECTORS

Secretary

## **ATTACHMENT A**

### **REQUIRED FILERS CONFLICT OF INTEREST CODE ALTO SANITARY DISTRICT**

Pursuant to Government Code Section 87200, the following District employees must file Conflict of Interest disclosures:

#### **DISCLOSURE CATEGORIES**

Board of Director Members  
District Manager

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**ATTACHMENT B  
DISCLOSURE CATEGORIES FOR DESIGNATED POSITIONS  
CONFLICT OF INTEREST CODE  
ALTO SANITARY DISTRICT**

**CATEGORY 1**

All sources of income, reportable interests in real property and investments and business positions in business entities located in or doing business in Marin County.

**ATTACHMENT C  
PLACE OF FILING  
CONFLICT OF INTEREST CODE  
ALTO SANITARY DISTRICT**

**DESIGNATED EMPLOYEES INCLUDING BOARD MEMBERS:**

Where: Elections Department  
3501 Civic Center Dr., Room 121  
San Rafael, CA 94903

From the list of designated employees, the District Manager of Alto Sanitary District shall be required to enclose in each appointment packet and termination packet a Form 700 – Statement of Economic Interests. The person will submit the completed statement to the District Manager who shall make and retain a copy and forward the original to the County Clerk for filing with the Elections Department. Additionally, the District Manager shall distribute the Form 700 packet to each Board member annually in January and each Board member will submit the completed statement to the District Manager who shall make and retain a copy and forward the original to the County Clerk for filing with the Elections Department. The District Manager shall also annually file his/her own Form 700 with the County Clerk for filing with the Elections Department.