



**EXCELSIOR/KINGS RIVER**  
Resource Conservation District

Michael Miya, President  
Ed Esajian, Treasurer  
Tony Azevedo, Director  
Tony DeGroot, Director  
Paul Newton, Director  
Nathan Heeringa, Associate Director

Board Meeting  
Wednesday, July 17, 2024 – 1:30 PM  
Kings County Farm Bureau  
870 Greenfield Ave., Hanford

**AGENDA**

- I. Call to order
  - a. Flag Salute
- II. Public Comment
  - a. *Any person may directly address the Board at this time on any item on the agenda or any other item of interest within the subject matter jurisdiction of the Board.*
- III. Financial Report
  - a. Invoices – *Action*
    - i. Healthy Soils Program
    - ii. KRCD – Prop 68 Riparian Corridor Grant
- IV. Meeting Minutes
  - a. June 2024 regular meeting minutes – *Action*
- V. Old Business
  - a. Current Grants
    - i. CDFA Water Efficiency Technical Assistance (WETA)
    - ii. CDFA Healthy Soils Program (HSP)
    - iii. CDFA Conservation Agricultural Planning Grant (CAPGP)
    - iv. NRCS Capacity Grant
  - b. NRCS Regional Conservation Partnership Program Grant (RCPP)
- VI. New Business
  - a. Conflict of Interest - *Action*
  - b. 2024 Election
  - c. Authorized Signature Submission Request - *Action*
  - d. SGMA
- VII. Adjournment

Next Regularly Scheduled Meeting  
August 21, 2024  
1:30 pm



870 GREENFIELD AVE  
HANFORD, CA 93230-3570 US  
559-584-3557  
dusty.ference@kcfb.org  
www.kcfb.org

## INVOICE

BILL TO  
Excelsior/Kings River RCD  
870 Greenfield Ave  
Hanford, CA 93230

INVOICE 20074306  
DATE 07/01/2024  
TERMS Net 30  
DUE DATE 07/31/2024

SALES REP  
Tiffany Flores

ACTIVITY	QTY	RATE	AMOUNT
EKRCD contract invoice HSP Grant Staff hours	12.50	100.00	1,250.00
EKRCD contract invoice HSP Grant Staff hours	71.90	65.00	4,673.50
EKRCD contract invoice HSP Mileage	69	0.67	46.23
EKRCD contract invoice HSP Grant Expenses	1	4,928.52	4,928.52

Grant expenses: website/web design, phone line, email, advertising, laptops

BALANCE DUE

**\$10,898.25**



**EXCELSIOR/KINGS RIVER**  
Resource Conservation District

**Attachment 6, Invoice**

California Department of Conservation  
Division of Land Resource Protection  
Attn: Artemis Polyzos  
Via email: [Artemis.Polyzos@conservation.ca.gov](mailto:Artemis.Polyzos@conservation.ca.gov)

Date: 5/15/2024


Grant Number: 3021-102  
Invoice Period: 4/1/2022 – 12/31/2023  
Total Invoice Amount: \$427,303.38

Invoice #1

Remit to: Excelsior Kings River Resource Conservation District  
870 Greenfield Ave, Suite B  
Hanford, CA 93230

Cost Category	Task #1	Task #2	Task #3	Total
Consultant	\$0	\$0	\$251,518.69	\$251,518.69
Equipment & Supplies	\$0	\$0	\$223,262.84	\$223,262.84
Subtotal	\$0	\$0	\$474,781.53	\$474,781.53
<i>Less 10% retention</i>				\$47,478.15
<b>Total Invoice Amount</b>				<b>\$427,303.38</b>
Cumulative Total	\$0	\$0	\$474,781.53	\$474,781.53
Allocated Total	\$0	\$0	\$2,077,294.40	\$2,077,294.40

 870 Greenfield Ave. Hanford, CA 93230

 [www.ekrcd.org](http://www.ekrcd.org)  559-309-4030

Work Plan Task #	Description of Work Completed
Task 1: Project Administration	<p>Kings River Conservation District (KRCD) continued general project administration including coordination meetings with Department of Conservation (DOC) staff and vendors/sub-consultants, and project invoicing. The project was temporarily paused at the beginning of March 2023 due to required flood releases from Pine Flat Dam and KRCD resources and staff needing to pivot to flood patrol. Project activities resumed in August 2023, but access to project areas was limited due to water present in the main river channel. This delay resulted in KRCD needing to request a project extension. An amendment request was submitted on 2/16/2024 to update the work plan, budget, and schedule and to extend the overall grant terms from 5/31/2024 to 3/1/2026. The amendment was executed on 3/19/2024.</p> <ul style="list-style-type: none"> <li>• <u>Project Deliverables</u>: Invoice and Progress Report 1 submitted 5/15/24.</li> </ul>
Task 2 Project Management Plan	<p>The final <i>Project Monitoring and Reporting Plan</i> and <i>Project Management Plan</i> were finalized and submitted to DOC project manager on 4/18/2022. At DOC project manager request another copy of the final <i>Project Management Plan</i> was resubmitted on 5/14/2024. Long-term monitoring reports are completed one year after the completion of a phase and will be prepared on a calendar-year basis. A long-term monitoring report was completed for Subtasks 3.1 (Phase 1) and Subtask 3.3 (Phase 3).</p> <ul style="list-style-type: none"> <li>• <u>Project Deliverables</u>: Final Project Monitoring and Reporting Plan submitted 4/18/22, Final Management Plan submitted 4/18/2022, Long-term Monitoring Report for Phase 1 and Phase 3 submitted 5/15/2024.</li> </ul>
Task 3 Restoration & Enhancement	<p>Subtasks 3.1 (Phase 1), Subtask 3.2 (Phase 2), and Subtask 3.3 (Phase 3) were completed during this reporting period. Project signage acknowledging the funding program was installed on the North Fork along State Highway 41 in July 2022.</p> <p><b>Permitting:</b> KRCD staff conducted pre-activity surveys prior to the start of each phase in accordance with the procedures outlined in the <i>Project Monitoring and Reporting Plan</i>. Pre-project surveys for Subtasks 3.1, 3.2, and 3.3 were conducted on 6/29/2022, 10/19/2022, and 4/26/2022 respectively. Due to the presence of water in the main river channel at the start of this project, KRCD began work on Subtask 3.3 first because it was more easily accessible. The methods utilized included line transect survey, photo monitoring, windshield survey, and visual inspection. If nesting birds with special status were observed during the surveys, buffers were created around those species so as not to disturb their nesting. Periodic checks were conducted to monitor the progress of the nests. Once KRCD determines that nesting activity has been completed, KRCD resumed non-native vegetation removal in the buffered area. Baseline</p>





data of native and non-native vegetation composition and cover were obtained through vegetation transects established during the pre-activity survey. Transects were selected that were representative of the overall vegetation targeted for eradication and control within each phase of the project. KRCD conducted post-project surveys for Subtask 3.1, 3.2, and 3.3 on 11/21/2022, 8/23/2023, and 9/16/2022 respectively. Pre- and post-project survey summaries for Subtasks 3.1 and 3.3 have been submitted to the DOC project manager. The pre- and post-project survey summary for Subtask 3.2 is getting finalized and will be transmitted to DOC project manager when ready.

- Project Deliverables: Pre/Post Survey Summary including photo documentation for Subtask 3.1 submitted on 1/9/2024, Pre/Post Survey Summary including photo documentation for Subtask 3.3 submitted on 1/9/2024.

**Non-Native Vegetation Removal:**

Non-native vegetation removal was completed for Subtasks 3.1, 3.2, and 3.3. This included the use of a PT-300 masticator to clear and shred overgrown non-native vegetation including Arundo, and support from the CA Conservation Corps Fresno to trim or remove large non-native brush and trees that the PT-300 could not reach. At the conclusion of the post-project survey, it was found that non-native vegetation was reduced throughout the project area.

- Project Deliverables: Non-native vegetation was removed from the Phases 1, 2 and 3. Photo documentation of the before and after are included in the pre- and post-project survey summaries.

**Trash & Debris Removal:**


The Kings River levees are frequently exploited for the illegal dumping of trash (i.e., tires, appliances, furniture). This trash can interfere with levee operations by affecting the flow of water, causing erosion and potential levee failure, contaminating the waterway, posing a threat to anybody entering the waterway, and interfering with the ability of KRCD Flood Maintenance staff to access and effectively monitor the levees. Two temp laborers were obtained from Labor Finders, a local temp agency, to assist with trash and debris removal for this project. Work under this task included a truck and trailer rental to collect trash from the Kings River and transport it to a local waste facility. Under Subtask 3.1, two tons (4,431 lbs) of trash was removed, under Subtask 3.2, 19 tons (37,540 lbs) of trash was removed, and under Subtask 3.3, 11 tons (21,300 lbs) of trash was removed.

- Project Deliverables: Trash and debris was removed from the project areas. The amount of trash and debris removed for Phases 1, 2, and 3 are documented in the pre- and post-project survey summaries.

	<p><b>Herbicide Application:</b> Herbicide was immediately applied to areas within Subtasks 3.1, 3.2, and 3.3 that had non-native vegetation removed to prevent or reduce regrowth.</p> <ul style="list-style-type: none"> <li><u>Project Deliverables:</u> Herbicide was purchased and applied to the completed project phases.</li> </ul>
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Status Update			
Work Plan Task #	On Schedule (Y/N)	Within Budget (Y/N)	Corrective Plan or Action, if needed
Task 1 Project Administration	Y	Y	The project was paused from March 2023 through July 2023 due to flood releases from Pine Flat Dam which caused the schedule for this project to get pushed back. An amendment request to update the work plan, budget, schedule, and extend the grant terms through 3/1/2026 was approved on 3/19/2024.
Task 2 Project Management Plan	Y	Y	None at this time.
Task 3 Restoration & Enhancement	Y	Y	None at this time.

CERTIFICATION: By my signature below, I certify that I have full authority to execute this payment request on behalf of the Grantee. I declare under penalty of perjury, under the laws of the State of California, that this invoice for reimbursement, and any accompanying supporting documents, are true and correct to the best of my knowledge, and all disbursements have been made for the purposes and conditions as outlined in the Grant Agreement.

Print Name: Tony Azevedo	Print Title: Board Member
Signature: 	Date: 5/17/2024

1. **Call to Order:** 1:31 PM
  - a. Roll Call: Tony Azevedo, Ed Esajian, Tony DeGroot, Nathan Heeringa, Michael Miya, Paul Newton
  - b. Guests Present: Tiffany Flores, Ian Vietti, Dusty Ference
2. **Public Comments** – N/A
3. **Financial Report**
  - a. A motion was made by Tony DeGroot, seconded by Tony Azevedo, and passed without opposition accepting April, May, and June financials.
4. **Meeting Minutes:**
  - a. A motion was made by Tony DeGroot, seconded by Paul Newton, and passed without opposition approving regular minutes for May.
5. **Old Business**
  - a. **Current Grant(s)**
    - i. CDFA Water Efficiency Technical Assistance (WETA)
      1. A report on program activities was provided.
    - ii. CDFA Healthy Soils (HSP)
      1. A report on program activities was provided.
    - iii. CDFA Conservation Agricultural Planning Grant (CAPGP)
      1. A report on program activities was provided.
    - iv. NRCS Capacity Grant
      1. No updates provided
6. **New Business**
  - a. NRCS Regional Conservation Partnership Program Grant (RCPP)
    - i. Item was discussed. No Action was taken.
  - b. Authorized Signature Submission Request
    - i. A motion was made by Tony DeGroot, seconded by Tony Azevedo, and passed without opposition to table item until the next regular meeting.
  - c. LAFCO Public Hearing
    - i. Item was discussed. No Action was taken
  - d. SGMA
    - i. Item was discussed. No Action was taken.
7. **Adjournment:** 3:03 PM

**KCFB Staff hours and Expense Report to EKRC**

Categories	Title	Description	Mileage @ .67/mile			General Expenses	Hours Worked		Description
			Dusty	Breanna	Tiffany		Dusty	Breanna	
GRANT	NRCS Capacity	Disaster Relief Workshop	23.60	23.60			1.00	1.00	Travel to Lemoore workshop
			4.80	4.80					Travel to Hanford workshop
		Marketing				\$107.24	0.50	1.00	Social media, community calendar posts
		Postage				\$204.00	0.50	0.50	Mailer, Graphic Design
								4.00	Mailer prep, addressing
							0.50	0.50	flyer graphic design
		Venue rental				\$1,315.00	0.50	1.00	Kings Fair Ground
							0.50	2.00	Contract negotiations
							0.50	0.50	Event Program
							0.50	0.50	Event Wrap Up
								1.00	Informational emails to attendees
		Supplies - water bottles				\$39.00		1.00	Inv # 20074146 - Purchasing Event supplies
		Supplies - snacks				\$69.06			
		Supplies - serving platters				\$4.79			
		Supplies		0.80					Travel to purchase supplies
		Supplies - PA System				\$362.51	1.00	1.00	Research/Purchase tech equipment
		Supplies - Ipad & case				\$893.93			

28.40	29.20	0.00	2995.53	5.50	14.00	0.00
\$19.03	\$19.56	\$0.00	\$2,995.53	\$261.25	\$315.00	\$0.00
<b>Total</b>						<b>\$3,610.37</b>

GRANT	NRCS Capacity	CSP Luncheons	Mileage @ .67/mile			General Expenses	Hours Worked		Description
			Dusty	Breanna	Tiffany		Dusty	Breanna	
			46.30	46.30					Travel to Tulare luncheon
		Supplies - Lunch				\$121.00			3/6 - Port of Subs
		Supplies - Lunch				\$306.21			3/7 - Port of Subs
		Supplies				\$62.00			Inv # 20074212 - Water, Lunch supplies
		Event						3.00	2/26 Lunch Prep
		Event					5.00	5.00	3/6 - Luncheon (KC Ag Com)
		Event					5.00		3/7 - Luncheon (TCFB)
		Marketing						3.00	2/26 - Event Outreach
								1.00	3/4 - E-newsletter, social media
								1.00	3/6 - E-newsletter
			80.00				2.00		RT travel to NRCS Fresno
			80.00				2.00		RT travel to NRCS Fresno

206.30	46.30	0.00	489.21	14.00	13.00	0.00
\$138.22	\$31.02	\$0.00	\$489.21	\$665.00	\$292.50	\$0.00
<b>Total</b>						<b>\$1,615.95</b>

GRANT	WELLUP	Mileage @ .67/mile			General Expenses	Hours Worked		Description	
		Dusty	Breanna	Tiffany		Dusty	Breanna		
						2.00	2.00	Program research	
						22.50	22.50	Jan-March Hours worked; Outreach materials	
		Admin - Operating			\$313.39			Phone/email/website set up	
		Marketing			\$1,070.00			Inv # - 20074238/20074239 Farm Life Ads - April, May 2024	
		Marketing			\$1,605.00			Farm Life Ads - Jun, July, Aug 2024	
		Admin-Operating			\$71.85			Website, Email	
		Q3 4/1/24 - 6/30/24					5.75	19.00	Hours worked - April
		Q3 4/1/24 - 6/30/24					3.5	14.00	Hours worked - May
		Q3 4/1/24 - 6/30/24					3	8.00	Hours worked - June
							2		Hours worked - July 1-11

0.00	0.00	0.00	3060.24	24.50	38.75	41.00
\$0.00	\$0.00	\$0.00	\$3,060.24	\$1,837.50	\$2,906.25	\$3,075.00
<b>Total</b>						<b>\$10,878.99</b>

GRANT	HSP	Mileage @ .67/mile			General Expenses	Hours Worked		Description	
		Dusty	Breanna	Tiffany		Dusty	Breanna		
						4.00	0.45	Hours Worked - December	
						4.50	16.20	Hours Worked - Jan - Mar	
		Admin - Operating			\$312.19			Website/Phone/Web design	
		Q3 4/1/24 - 6/30/24					5.75	19.00	Hours worked - April
		Q3 4/1/24 - 6/30/24				3.00	3.50	14.00	Hours worked - May
		Q3 4/1/24 - 6/30/24				1.00	3.00	8.00	Hours worked - June
		Q4 7/1/24-9/31/24					2.00		Hours worked - July 1-11
		Marketing			\$1,605.00				Farm Life Ads - June, Sept, Oct 2024
			22.00						4/11 RT travel to Innovative Ag Services
		Supplies - Laptops		47.00	\$2,939.48				5/28 RT travel to Best Buy, purchaed 2 laptops
		Admin - Operating			\$71.85				Website, Email

0.00	22.00	47.00	4928.52	12.50	30.90	41.00
\$0.00	\$14.74	\$31.49	\$4,928.52	\$1,250.00	\$2,008.50	\$2,665.00
<b>Total</b>						<b>\$10,898.25</b>

Mileage Reimbursement	\$254.00
Staff Time Reimbursement	\$15,276.00
General Expense Reimbursement	\$11,473.50
<b>Total Grant Reimbursement to KCFB</b>	<b>\$27,003.56</b>



# Excelsior/Kings River RCD



**POLICY TITLE:**

**Conflict of Interest**

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) 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 2 Cal. Code of Regs. §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 Excelsior Kings River RCD.



JOE NEVES – DISTRICT 1  
LEMOORE & STRATFORD

RICHARD VALLE – DISTRICT 2  
AVENAL, CORCORAN, HOME GARDEN  
& KETTLEMAN CITY

DOUG VERBOON – DISTRICT 3  
NORTH HANFORD, ISLAND DISTRICT  
& NORTH LEMOORE

RUSTY ROBINSON – DISTRICT 4  
ARMONA & HANFORD

RICHARD FAGUNDES – DISTRICT 5  
HANFORD & BURRIS PARK

## COUNTY OF KINGS BOARD OF SUPERVISORS

KINGS COUNTY GOVERNMENT CENTER  
1400 W. LACEY BLVD., ADMINISTRATION BUILDING # 1, HANFORD, CA 93230  
(559) 852-2362

[conflictofinteres@co.kings.ca.us](mailto:conflictofinteres@co.kings.ca.us)

**TO:** All Special Districts  
All Boards & Commissions  
All Department Heads

**FROM:** Diane Badasci, Deputy Clerk to the Board of Supervisors

**DATE:** July 1, 2024

**SUBJECT:** Conflict of Interest Code - 2024 Local Agency Biennial Notice

The Political Reform Act requires every local government agency to review its Conflict of Interest Code biennially to determine that it is accurate and up-to-date or, alternatively, that it must be amended. The **Kings County Board of Supervisors** is the code reviewing body for county boards, commissions, departments, and special districts, and other local government agencies other than incorporated cities whose jurisdiction is solely within Kings County.

Please review and complete the Kings County Local Agency Biennial Report 2024 (Attachment #2) to determine if your Conflict of Interest Code may require amendment:

- If you determine no amendments are required, check the box labeled “No amendment is required.”
- If you determine your Conflict of Interest Code may require amendments, check the box labeled “An amendment is required. The following amendments are necessary:” and all applicable items. If your current code is more than five years old, denote so in the box labeled “Other”. If there has been some change to your organization other than those listed, which you believe might require consideration of an amendment, denote so in the box labeled “Other”. You will also need to complete Form 804 (Attachment #3) for New Positions to be added to your code and/or Form 805 (Attachment #4) to add consultants to your code.

If you updated changes in 2022, they **WERE NOT** updated/processed, and you will need to resubmit.

To assist you in determining what revisions, if any, need to be made, we have included the following attachments:

- Attachment #1 Biennial Notice Letter
- Attachment #2 Local Agency Biennial Report 2024
- Attachment #3 Form 804 (Agency Report of New Positions)
- Attachment #4 Form 805 (Agency Report of Consultants)
- Attachment #5 Current Conflict of Interest Code the County has on file
- Attachment #6 Local Govt Agencies-Adopting & Amending Conflict of Interest Codes
- Attachment #7 FPPC 2024 COI Code Biennial Notice Instructions for Local Agencies
- Attachment #8 Statement of Facts by a Public Agency

Return all completed forms no later than **July 19, 2024**, to: [conflictofinteres@co.kings.ca.us](mailto:conflictofinteres@co.kings.ca.us)

# Kings County Local Agency Biennial Report 2024

Name of Agency: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone No. \_\_\_\_\_

Email: \_\_\_\_\_ Alternate Email: \_\_\_\_\_

**Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.**

This agency has reviewed its conflict of interest code and has determined that (*check one BOX*):

**An amendment is required. The following amendments are necessary:**

(*Check all that apply.*)

- Include new positions
- Revise disclosure categories
- Revise the titles of existing positions
- Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- Other (*describe*) \_\_\_\_\_

**The code is currently under review by the code reviewing body.**

**No amendment is required.** (If your code is over five years old, amendments may be necessary.)

## Verification (to be completed if no amendment is required)

*This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.*

\_\_\_\_\_  
*Signature of Chief Executive Officer*

\_\_\_\_\_  
*Date*

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **July 19, 2024**, or by the date specified by your agency, if earlier, to:

*Kings County Board of Supervisors  
Attention: Diane Badasci, Deputy Clerk of the Board  
to: [conflictofinterest@co.kings.ca.us](mailto:conflictofinterest@co.kings.ca.us)*

**PLEASE DO NOT RETURN THIS FORM TO THE FPPC.**





**A Public Document**

State and local government agencies may use this form to identify new positions that will make or participate in making governmental decisions on behalf of the agency. An individual in a newly created position must file a Statement of Economic Interests (Form 700) within 30 days of assuming office.

This form identifies the Statement of Economic Interests, Form 700, disclosure requirements for individuals serving in new positions. This form is for the agency's internal use and should be maintained by the agency in the same manner as the agency's conflict of interest code. For more information, refer to the FPPC website [www.fppc.ca.gov](http://www.fppc.ca.gov) and Regulations 18700.3 and 18734.

**Disclosure Requirements**

- Disclosure requirements should conform to the range of duties.
- Alternatively, the agency must require an individual to file under the broadest disclosure category in the agency's conflict of interest code or, if the agency does not have a conflict of interest code, full disclosure.

Full disclosure includes reporting all investments, business positions, and interests in real property held on the date of assuming office and income received during the 12 months immediately preceding assuming office.

When a new position is added, in addition to completing this form, the agency should begin the process to amend the conflict of interest code.

*Examples:*

*An agency added a new data processing manager position. The individual will be assigned the same disclosure category that the agency's other IT staff are assigned.*

*An agency implemented a new licensing program and a new manager position was added. Because this was a new program, the agency provided a written description of the individual's disclosure requirements which included sources subject to the licensing procedures.*

*An agency reorganized and changed the duties of several positions listed in the conflict of interest code. This form is not required as positions are not new. The agency should begin to amend its conflict of interest code if the range of authority and types of decisions changed.*

*An agency changed the titles but not the duties and responsibilities of several positions. This form is not required. The agency must file an amendment to update the conflict of interest code.*

**Instructions**

**Part 1**

Identify the agency, contact information, and provide the amendment explanation in the comment section when applicable.

**Part 2**

Identify the new position(s) and describe the position's duties. Identify the disclosure by:

- Assigning an existing category(s) in the agency's code, or
- Writing a disclosure requirement.

Complete if the agency knows the employment date.

**Part 3**

The agency's conflict of interest code should identify the position that is responsible for the verification.

**Example**

Agency Report of: New Positions		A Public Document		California Form 804
1. Agency Name (Also include, Division, Department, or Region (if applicable))			<input type="checkbox"/> Amendment	
CA Joint Powers Authority			Date of Original Filing: _____ (month, day, year)	
Agency Contact				
Smith, Adam Executive Director				
Phone Number	Email			
555-555-5555	adam.smith@cjpa.ca.gov			
2. New Position Information				
Position Title/Classification and Job Summary	Assigned Category	OR	Disclosure Requirement	Assuming/Start Date (Optional)
Data Processing Manager (manages IT Dept)	3			Start <u>3</u> / <u>3</u> / <u>xx</u> m / d / yr
Licensing Director (duty statement attached)	3		All investments, business positions in business entities, and sources	Start <u>3</u> / <u>8</u> / <u>xx</u> m / d / yr
Licensing Director (duty statement attached)	3		of income, including gifts, loans, and travel payments, from entities	Start ___ / ___ / ___ m / d / yr
Licensing Director (duty statement attached)	3		that are of the type subject to licensing by the Department or are subject	Start ___ / ___ / ___ m / d / yr
Licensing Director (duty statement attached)	3		to regulation by the Department.	Start ___ / ___ / ___ m / d / yr
Licensing Director (duty statement attached)	3		(Alternately, attach a written explanation.)	Start ___ / ___ / ___ m / d / yr
				Start ___ / ___ / ___ m / d / yr
3. Verification				
<small>I have read and understand FPPC Regulations 18700.3 and 18734. I have verified that the disclosure assignment(s) set forth above, is in accordance with its provisions.</small>				
<u>Adam Smith</u>	<u>Adam Smith</u>	<u>Executive Director</u>	<u>3-10-XX</u>	
<small>Signature</small>	<small>Name</small>	<small>Title</small>	<small>(month, day, year)</small>	
<small>Comment: (Use this space or an attachment for any additional information.)</small>				



**A Public Document**

State and local government agencies may use this form to identify consultants that will make or participate in making governmental decisions on behalf of the agency. A consultant must file a Statement of Economic Interests (Form 700) within 30 days of assuming office.

This form identifies the Statement of Economic Interests, Form 700, disclosure requirements for individuals serving in these positions. This form is for the agency’s internal use and should be maintained by the agency in the same manner as the agency’s conflict of interest code. For more information, refer to the FPPC website *www.fppc.ca.gov* and Regulation 18700.3 and 18734.

**Disclosure Requirements**

- Disclosure requirements should conform to the range of duties.
- Alternatively, the agency must require an individual to file under the broadest disclosure category in the agency’s conflict of interest code or, if the agency does not have a conflict of interest code, full disclosure.

Full disclosure includes reporting all investments, business positions, and interests in real property held on the date of assuming office and income received during the 12 months immediately preceding assuming office.

*Examples:*

*An agency hired a law firm to act as its general counsel. An individual will make recommendations to the agency’s board and provide general legal services. The individual qualifies as a consultant and based on the indefinable duties will be assigned the broadest or full disclosure under the agency’s conflict of interest code.*

Not all outside contractors meet the consultant definition in FPPC Regulation 18700.3 requiring of the Form 700. When an agency determines that an individual is a consultant with limited duties, tailored disclosure should be used.

*An agency hired a firm to prepare an environmental impact report (“EIR”) on airport expansion. The individual at the firm who will prepare the EIR should be assigned a disclosure requirement that reflects the contract’s scope of authority. An example might include real property, investments and business positions in business entities, and income from only those sources engaging in air traffic or aviation goods or services. Note: The agency can assign an existing disclosure category, if applicable.*

**Instructions**

An individual must file the Form 700 within 30 days of assuming office and an annual statement for each calendar year of the contract. At the conclusion of services a leaving office statement is required.

**Part 1**

Identify the agency, contact information, and provide the amendment explanation in the comment section when applicable.

**Part 2**

Identify the consultant’s firm name and address. Briefly describe the general purpose of the contract.

**Part 3**

Identify the name of those individuals that qualify as consultants and will file the Form 700. Identify the disclosure by:

- Assigning an existing category(s) in the agency’s code, or
- Writing a disclosure requirement.

Provide the start and end dates of service if known.

**Part 4**

The Agency’s conflict of interest code should identify the position that is responsible for the verification.

**Example of Part 2 & 3**

**2. Firm Information**

Firm Name ABC Company		
Firm Address 1010 Capital St., Sacramento, CA 95814	Email (optional) abcco@company.com	Email (optional)
Describe General Purpose of Contract Prepare an EIR on airport expansion.		

**3. Consultant Information**

Consultant Name	Assigned Category	OR	Disclosure Requirement	Assuming/Start Date Leaving/End Date (if known)
Hector Rodriguez	3			Start 7 / 7 /XX m / d / yr End 12 / 12 /XX m / d / yr



[Home](#) | [Learn](#) | [Rules on Conflict of Interest Codes](#)

| [Local Government Agencies-Adopting & Amending Conflict of Interest Codes](#)

## Local Government Agencies-Adopting & Amending Conflict of Interest Codes

A local agency's conflict of interest code must reflect the current structure of the organization and properly identify officials and employees who should be filing Statements of Economic Interests ([Form 700s](#)). A code tells public officials, governmental employees, and consultants what financial interests they must disclose on their Form 700s. It helps provide transparency in local government as required under the Political Reform Act.

### Biennial Review of Conflict of Interest Codes

To ensure conflict of interest codes remain current and accurate, each local agency is required to review its code at least every even-numbered year. The agency should receive a Biennial Notice as a reminder of this obligation from its code reviewing body.

The County Board of Supervisors is the code reviewing body for county agencies and the code reviewing body for city agencies is the City Council.

When determining whether to amend, an agency should carefully review its current conflict of interest code and consider the following:

- Is the current code more than five years old?
- Have there been any substantial changes to the agency's organizational structure since the current code was adopted?
- Have any positions been eliminated or renamed since the current code was adopted?
- Have any new positions been added since the current code was adopted?
- Have there been any substantial changes in duties or responsibilities for any positions since the current code was adopted?
- If an agency answers "yes" to any of the above questions, most likely its conflict of interest code will need to be amended.



The resources below provide guidance to local agencies about amending codes. The information is categorized based on the jurisdiction of the agency.

## County Agencies

- [Local Biennial Notice Instructions](#)
- [Biennial Notice](#)

## City Agencies

- [Local Biennial Notice Instructions](#)
- [Biennial Notice](#)

## Additional Training and Outreach

The FPPC also offers workshops and webinars on conflict of interest codes for state or local government employees who are tasked with creating or amending their agency's code. The training explains how to adopt or amend a code. Topics include review of the current code, analysis of disclosure categories, how to designate positions, and how to assign categories to those positions. [Additional training information](#) is available **including an online video on how to amend a local agency's code.**

If you have further questions, [Ask the FPPC for Advice](#).

## Statutory Authority

Government Code Sections 87302, 87302.6, 87303, 87306, 87306.5, 87307, 87309, 87310, 87311, and 87314 can be viewed in the [Political Reform Act](#).

## Local Government Agencies-Adopting & Amending Conflict of Interest Codes

- ▶ [State Agencies-Adopting & Amending Conflict of Interest Codes](#)
- ▶ [Multi-County Agencies-Adopting & Amending Conflict of Interest Codes](#)
- ▶ [Local Government Agencies-Adopting & Amending Conflict of Interest Codes](#)

► [Consultants and New Positions Rules](#)

### How to Request Advice

If you have questions about your obligations under the Act you can request advice directly from FPPC staff

[Request Advice](#)

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FAIR POLITICAL PRACTICES COMMISSION

## 2024 Conflict of Interest Code Biennial Notice Instructions for Local Agencies

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The Political Reform Act requires every local government agency to review its conflict of interest code biennially. A conflict of interest code tells public officials, governmental employees, and consultants what financial interests they must disclose on their Statement of Economic Interests (Form 700).

By **July 1, 2024**: The code reviewing body must notify agencies and special districts within its jurisdiction to review their conflict of interest codes.

By **October 1, 2024**: The biennial notice must be filed with the agency's code reviewing body.

The FPPC has prepared a 2024 Local Agency Biennial Notice form for local agencies to complete or send to agencies within its jurisdiction to complete before submitting to the code reviewing body. The City Council is the code reviewing body for city agencies. The County Board of Supervisors is the code reviewing body for county agencies and any other local government agency whose jurisdiction is determined to be solely within the county (e.g., school districts, including certain charter schools). The FPPC is the code reviewing body for any agency with jurisdiction in **more than one county** and will contact them.

### **The Local Agency Biennial Notice is not forwarded to the FPPC.**

If amendments to an agency's conflict of interest code are necessary, the amended code must be forwarded to the code reviewing body for approval within 90 days. An agency's amended code is not effective until it has been approved by the code reviewing body.

**If you answer yes, to any of the questions below, your agency's code probably needs to be amended.**

- Is the current code more than five years old?
- Have there been any substantial changes to the agency's organizational structure since the last code was approved?
- Have any positions been eliminated or re-named since the last code was approved?
- Have any new positions been added since the last code was approved?
- Have there been any substantial changes in duties or responsibilities for any positions since the last code was approved?

If you have any questions or are still not sure if you should amend your agency's conflict of interest code, please contact the FPPC. Additional information including an online webinar regarding how to amend a conflict of interest code is available on [FPPC's website](#).

Kings County Clerk of the Board of Supervisors

**STATEMENT OF FACTS BY PUBLIC AGENCY \*\***

**Please return this Form by July 19, 2024 \*\***

<b>Full Legal Name of Public Agency:</b>
--

<b>Official Mailing Address of Governing Body:</b>	<b>Phone:</b> _____
<b>Email:</b>	

**Members of the Governing Body**

Name	Address	Phone	Term Expires

***\*Please list all board members; insert "vacant" if the position is vacant.***

Name of Chairman/President:	Address:	Phone:
Name of Clerk/Secretary:	Address:	Phone:
Name of Attorney for District:	Address:	Phone:

**Return completed Statement to:**

*Clerk of the Board of Supervisors  
1400 W. Lacey Boulevard  
Hanford, CA 93230  
Phone: (559) 852-2362*

Or by email [conflictofinterest@co.kings.ca.us](mailto:conflictofinterest@co.kings.ca.us)



# RESOURCE CONSERVATION DISTRICTS

## § 9314

C.J.S. Levees and Flood Control §§ 22 to 23.  
Legal Jurisprudences  
Cal Jur 3d Pollut § 182.

## § 9315. Resignations of directors

Resignations of directors shall be made in writing to the board of supervisors of the principal county.

(Added by Stats.1975, c. 513, § 2.)

### Historical and Statutory Notes

Former § 9315, added by Stats.1961, c. 1707, p. 3694, § 27, derived from former § 9313, added by Stats.1955, c. 1680, p. 3043, § 2, relating to an order by board of directors changing boundaries upon grant of petition, filing of order and transmission of copies of order, was repealed by Stats.1970, c. 109, p. 333, § 32.

Former § 9315, added by Stats.1955, c. 1680, p. 3043, § 2, relating to inclusion of land contiguous to a district, was repealed by Stats.1961, c. 1707, p. 3691, § 24.

Former § 9315, added by Stats.1940, 1st Ex. Sess., c. 21, p. 66, § 1, repealed and reenacted

RESOURCE CONSERVATION  
Div. 9  
Am Jur 2d (Rev) Public Officers and Employees §§ 159, 163.

by Stats.1949, c. 1031, pp. 1892, 1910, §§ 1, 2, providing for the manner of publication of notice of time and place for hearings, was repealed by Stats.1951, c. 1646, p. 3702, § 1.

For disposition of former §§ 9315, see Table preceding Public Resources Code § 9000.

**Derivation:** Former § 9177, added by Stats. 1955, c. 1680, p. 3035, § 2.

Former § 9175, added by Stats.1951, c. 1646, p. 3716, § 2, repealed and reenacted by Stats. 1953, c. 1210, pp. 2728, 2742, §§ 1, 2, repealed by Stats.1955, c. 1680, p. 3018, § 1.

### Cross References

Resignations, see Government Code §§ 1750, 1751.

### Library References

Agriculture ☞3.

Levees and Flood Control ☞8.

WESTLAW Topic Nos. 23, 235.

C.J.S. Agriculture §§ 25 to 37, 39 to 50, 52 to 64.

C.J.S. Levees and Flood Control §§ 22 to 23.

### Legal Jurisprudences

Am Jur 2d (Rev) Public Officers and Employees §§ 170 et seq.

### Notes of Decisions

#### Filing resignation 1

##### 1. Filing resignation

An elected director of a soil conservation district who wishes to resign should file his resignation

both with secretary of state under Gov.C. § 1751 and with county board of supervisors under § 1750, subd. f, of that code. 15 Ops. Atty.Gen. 49.

## § 9316. Vacancies

In case of a vacancy in the office of director appointed pursuant to Section 9314, the vacancy shall be filled, as provided in Section 9314, by appointment for the unexpired term by the board of supervisors of the principal county.

(Added by Stats.1975, c. 513, § 2. Amended by Stats.1991, c. 831 (A.B.278), § 12.)

### Historical and Statutory Notes

Former § 9316, added by Stats.1961, c. 1707, p. 3694, § 27, derived from former § 9314, added by Stats.1955, c. 1680, p. 3043, § 2, relating to effect of entry of order, was repealed by Stats.1970, c. 109, p. 333, § 32.

Former § 9316, added by Stats.1955, c. 1680, p. 3043, § 2, amended by Stats.1959, c. 504, p. 2465, § 22, relating to entry of orders changing boundaries, was repealed by Stats.1961, c. 1707, p. 3691, § 25.

## RESOURCE DISTRICTS Ch. 3

Former § 9316, added Sess., c. 21, p. 66, § 1 by Stats.1949, c. 1031 providing for notice of ies of notice of hearing chief regarding the p repealed by Stats.195

For disposition of fo preceding Public Reso

**Derivation:** Former 1955, c. 1680, p. 3035,

Agriculture ☞3.

Levees and Flood Co

WESTLAW Topic No

C.J.S. Agriculture §§

64.

C.J.S. Levees and Fl

## Construction and appl

1. Construction and :  
Directors or other of districts created unde:

## § 9317. Vacancies

Notwithstanding director who has Government Code (Formerly § 9178.5 amended by Stats.1'

Former § 9317, add § 28, relating to the land in district, was i 109, p. 333, § 34.

Former § 9317, add p. 3043, § 2, providi aries become effectiv 1961, c. 1707, p. 3691

Agriculture ☞3.

Levees and Flood Co

WESTLAW Topic N

## §§ 9317.1, 931

The repealed sec' 1707, p. 3694, § 2

## § 9313

Former § 9313, added by Stats.1940, 1st Ex. Sess., c. 21, p. 65, § 1, repealed and reenacted by Stats.1949, c. 1031, pp. 1892, 1910, §§ 1, 2, providing for denial of petitions if insufficient and the fixing of time and place for hearings, was repealed by Stats.1951, c. 1646, p. 3702, § 1.

For disposition of former § 9313, see Table preceding Public Resources Code § 9000.

**Derivation:** Former § 9175, added by Stats. 1955, c. 1680, p. 3035, § 2.

### Cross References

Inspection of public records, see Government Code § 6250 et seq.

Open meetings, see Government Code § 11120 et seq.

Ralph M. Brown Act, open meetings, see Government Code § 54950 et seq.

### Library References

Administrative Law and Procedure ⇨124.

Agriculture ⇨3.

Levees and Flood Control ⇨9.

WESTLAW Topic Nos. 15A, 23, 235.

C.J.S. Agriculture §§ 25 to 37, 39 to 50, 52 to 64.

C.J.S. Levees and Flood Control § 24.

C.J.S. Public Administrative Law And Procedure § 19.

### ALR Library

Validity, construction, and application of statutes making public proceedings open to the public. 38 ALR3d 1070.

### Legal Jurisprudences

Cal Jur 3d Pollut § 182.

Am Jur 2d (Rev) Administrative Law §§ 101 et seq.

## RESOURCE CONSERVATION

### Div. 9

Former § 9173, added by Stats.1940, 1st Ex. Sess., c. 21, p. 58, § 1, repealed and reenacted by Stats.1949, c. 1031, pp. 1892, 1904, §§ 1, 2, repealed and reenacted by Stats.1951, c. 1646, pp. 3702, 3716, §§ 1, 2, repealed and reenacted by Stats.1953, c. 1210, pp. 2728, 2742, §§ 1, 2, repealed by Stats.1955, c. 1680, p. 3018, § 1.

Stats.1938, Ex.Sess., c. 7, p. 54, § 19.

## RESOURCE DISTRICTS

### Ch. 3

(3) The appointment of directors shall be subject to the status of a district.

(4) If the board of directors nominates candidates or make a recommendation, the board of directors shall endeavor to elect one or more of the candidates.

(c) It is the intent of this act that, in the selection of directors of a district subdivision (b), it is not intended to solicit recommendations from nonprofit entities, or from a board of supervisors. In selecting directors, the board of supervisors shall endeavor to elect one or more of the candidates. To avoid unreasonably burdening the objectives of this act, the board of supervisors may waive or minimize the requirements of this division.

(Added by Stats.1975, c. 248, § 209; Stats.1986, c. 970 (S.B.1260), § 24; Stats.1993, § 19, eff. Sept. 21, 1993.)

Subordination of legislative authority, see Hist. Notes under Code of Civ. Procedure.

Former § 9314, added by Stats.1970, c. 3694, § 27, derived from former § 9314, added by Stats.1955, c. 1680, § 27, providing voter eligibility and the appointment of a board of directors would be repealed by Stats.1970, c. 3694, § 27.

Former § 9314, added by Stats.1961, c. 3043, § 2, derived from former § 9314, added by Stats.1951, c. 1646, § 2, and reenacted by Stats.1955, c. 1680, § 27, repealed by Stats.1955, c. 1680, § 27, providing for orders changing boundaries, Stats.1961, c. 1707, p. 3697.

Initiative, elections, see Elections, § 1301 and 1302.

Defined, see Public Resources Code, § 1301 and 1302.

Uniform Facsimile Signature Act, § 1301 and 1302.

Agriculture ⇨3.  
Levees and Flood Control ⇨9.  
WESTLAW Topic Nos. 2.

## § 9314. Terms of office; expiration and qualification of successor; resolution for appointment of directors; rescission of resolution; appointment as alternative to election; legislative intent

(a) The term of office of the directors, except those first elected, shall be four years. The expiration of the term of any director does not constitute a vacancy, and the director shall hold office until his or her successor has qualified.

(b)(1) As an alternative to the election of directors, the board of directors may, by a resolution presented to the board of supervisors of the principal county, request the board of supervisors to appoint directors, except those first elected. In any election year, the board of directors shall file its request with the board of supervisors not later than 125 days prior to the election. A copy of the resolution shall be furnished to the official responsible for conducting the election at the time it is presented to the board of supervisors of the principal county. The board of supervisors shall appoint directors, after consultation with the board of supervisors of any other county which contains any part of the district, from those candidates who have filed an application with the board of supervisors, as prescribed by the board of supervisors. If the directors are to be appointed, a notice of election shall not be published, but a notice of vacancy shall be posted pursuant to Section 54974 of the Government Code.

(2) The resolution shall remain in effect until rescinded by the board of directors, or until a petition requesting the rescission is received by the elections official. The petition shall be signed by 5 percent of the registered voters in the district, and shall be received not later than the 120th day before the election. Upon verification by the elections official that the petition contains the requisite number of signatures, the resolution shall be rescinded.

## RESOURCE DISTRICTS

§ 9314

### Ch. 3

(3) The appointment of directors by the board of supervisors does not affect the status of a district as an independent special district.

(4) If the board of supervisors does not conduct interviews of potential candidates or make an appointment within 60 days after the expiration of the term, the board of directors may make the appointment.

(c) It is the intent of the Legislature to encourage districts to opt for the selection of directors by election, but where directors are appointed pursuant to subdivision (b), it is the intent of the Legislature that the board of supervisors solicit recommendations from within the district, including public, private, and nonprofit entities, and appoint only applicants who are determined by the board of supervisors to have a demonstrated interest in soil and water conservation. In selecting directors pursuant to subdivision (b), the board of supervisors shall endeavor to achieve balanced representation on the board of directors. To avoid undue financial burdens to districts and to thereby promote the objectives of this division, the Legislature hereby encourages counties to waive or minimize the charges for costs of elections conducted pursuant to this division.

(Added by Stats.1975, c. 513, § 2. Amended by Stats.1985, c. 704, § 1; Stats.1986, c. 248, § 209; Stats.1986, c. 278, § 1; Stats.1991, c. 831 (A.B.278), § 11; Stats.1992, c. 970 (S.B.1260), § 24; State.1994, c. 923, (S.B.1546), § 176; Stats.1994, c. 939 (S.B. 1393), § 19, eff. Sept. 28, 1994, operative Jan. 1, 1995.)

#### Historical and Statutory Notes

Subordination of legislation by Stats.1994, c. 923 (S.B.1546), see Historical and Statutory Notes under Code of Civil Procedure § 203.

Former § 9314, added by Stats.1961, c. 1707, p. 3694, § 27, derived from former § 9312, added by Stats.1955, c. 1680, p. 3043, § 2, specifying voter eligibility and depending on result, board of directors would grant or deny petition, was repealed by Stats.1970, c. 109, p. 333, § 32.

Former § 9314, added by Stats.1955, c. 1680, p. 3043, § 2, derived from former § 9314, added by Stats.1951, c. 1646, p. 3723, § 2, repealed and reenacted by Stats.1953, c. 1210, pp. 2728, 2749, §§ 1, 2, repealed by Stats.1955, c. 1680, p. 3018, § 1, providing for the effect of entry of orders changing boundaries, was repealed by Stats.1961, c. 1707, p. 3691, § 23.

Former § 9314, added by Stats.1940, 1st Ex. Sess., c. 21, p. 65, § 1, repealed and reenacted by Stats.1949, c. 1031, pp. 1892, 1910, §§ 1, 2, providing for notice of time and place for hearings, was repealed by Stats.1951, c. 1646, p. 3702, § 1.

For disposition of former §§ 9314, see Table preceding Public Resources Code § 9000.

**Derivation:** Former § 9176, added by Stats. 1955, c. 1680, p. 3035, § 2.

Former § 9174, added by Stats.1940, 1st Ex. Sess., c. 21, p. 58, § 1, repealed and reenacted by Stats.1949, c. 1031, pp. 1892, 1904, §§ 1, 2, repealed and reenacted by Stats.1951, c. 1646, pp. 3702, 3716, §§ 1, 2, repealed and reenacted by Stats.1953, c. 1210, pp. 2728, 2742, §§ 1, 2, repealed by Stats.1955, c. 1680, p. 3018, § 1.

Stats.1938, Ex.Sess., c. 7, p. 57, § 24.

#### Cross References

Initiative, elections, see Elections Code § 9000 et seq., § 9100 et seq., and § 9200 et seq.

Signatures,

Defined, see Public Resources Code § 17.

Term of offices for public officers and employees and continuation thereof, see Government Code §§ 1301 and 1302.

Uniform Facsimile Signatures of Public Officials Act, see Government Code § 5500 et seq.

#### Library References

Agriculture ⇨3.

Levees and Flood Control ⇨8.

WESTLAW Topic Nos. 23, 235.

C.J.S. Agriculture §§ 25 to 37, 39 to 50, 52 to 64.

§ 54973

CITIES, COUNTIES, & OTHER AGENCIES  
Title 5

§ 54973. Availability to public; fee

The Local Appointments List shall be made available to members of the public for a reasonable fee which shall not exceed actual cost. The legislative body shall designate the public library with the largest service population within its jurisdiction to receive a copy of the list.

(Added by Stats.1976, c. 238, p. 453, § 1. Amended by Stats.1991, c. 669 (S.B.455), § 7.)

Historical and Statutory Notes

Former § 54973, relating to correction and relocation of district boundaries, was added by Stats.1957, c. 1382, p. 2715, § 1, and was repealed by Stats.1965, c. 2043, p. 4736, § 34. See Government Code § 56000 et seq.

Library References

Counties ⇨43.  
Municipal Corporations ⇨149(1).  
WESTLAW Topic Nos. 104, 268.

C.J.S. Counties § 66.  
C.J.S. Municipal Corporations § 495 et seq.

§ 54974. Unscheduled vacancy; special notice; acting basis; final appointment

(a) Whenever an unscheduled vacancy occurs in any board, commission, or committee for which the legislative body has the appointing power, whether due to resignation, death, termination, or other causes, a special vacancy notice shall be posted in the office of the clerk of the local agency, the library designated pursuant to Section 54973, and in other places as directed by the legislative body, not earlier than 20 days before or not later than 20 days after the vacancy occurs. Final appointment to the board, commission, or committee shall not be made by the legislative body for at least 10 working days after the posting of the notice in the clerk's office.

(b) Notwithstanding subdivision (a), the legislative body may, if it finds that an emergency exists, fill the unscheduled vacancy immediately. A person appointed to fill the vacancy shall serve only on an acting basis until the final appointment is made pursuant to this section.

(Added by Stats.1976, c. 238, p. 453, § 1. Amended by Stats.1985, c. 985, § 14.5; Stats.1991, c. 669 (S.B.455), § 8.)

Historical and Statutory Notes

Former § 54974, relating to principles for changing district boundary lines, was added by Stats.1957, c. 1382, p. 2715, § 1, and was repealed by Stats.1965, c. 2043, p. 4736, § 34. See Government Code § 56000 et seq.

Notes of Decisions

Public notice 1

1. Public notice

Posting of public notices under Gov.C. § 54974 is not required when city council of

general law city fills by appointment unscheduled vacancy on the council. 68 Ops.Atty.Gen. 122, 5-24-85.

MUNICIPAL  
Div. 2  
§ 54975.

The board prepared pursuant to § 54975.

Whenever a commission, posted as provided shall not be posting of the (Added by Stats.1957, c. 1382, p. 2715, § 9.)

Former § 54975, relating to relocation of district boundaries, was added by Stats.1957, c. 1382, p. 2715, § 9.

Counties ⇨6  
WESTLAW Topic Nos. 104, 268.  
C.J.S. Counties § 66.

§ 54976.

Former § 54976, relating to filling new districts, was added by Stats.1957, c. 1382, p. 2715, § 10.

§§ 54977

The repealed sections 54977, 54978, 54979, 54980, 54981, 54982, and 54983. See Government Code § 56000 et seq.

- Section 54980.
- 54981.
- 54981.7.
- 54982.
- 54983.

**From:** Knudson, Robert Robert.Knudson@co.kings.ca.us

**Subject:** Authorized Signature Submission Request

**Date:** June 3, 2024 at 4:21 PM

**To:** Carli Haley-TLDD chaley@tlld.org, PenderC, Cheryl cpender@kings.courts.ca.gov, Clark's bill@bmiguel.com, Corcoran Cemetery corcorancemetery21@icloud.com, Corcoran Irrigation District deagle@corcoranid.com, Landecho, Georgina Georgina.Landecho@co.kings.ca.us, Jury, Grand Grand.Jury@co.kings.ca.us, Hanford Cemetery Sewell, Sewell, Christopher kippers@hanfordcemetery.com, Corder, Heather Heather.Corder@co.kings.ca.us, Katlyn Frazier office@kingsmosquito.net, King, Terri Terri.King@co.kings.ca.us, KCFB tflores@kcfb.org, Lemoore Cemetery office@lemoorecemeterydistrict.com, Lydia Ritchie-HG manager@hgcsd.com, Sandhu, Parveen PSandhu@kcg1.onmicrosoft.com, Rosa Maldonado-KCCSD kccsd@att.net, Stratford Public Utility District stratfordpud@gmail.com, TLBWSD ndhillon@tlbwsd.com



Good afternoon,

The Department of Finance has been reviewing the authorized signor lists we have on file and comparing them to signatures submitted on claims. During this review we have discovered that several are outdated and no longer have correct approver signatures. We are requesting that all special districts update their information and provide us with a valid approver/signor list by July 1<sup>st</sup>, 2024. Please use the attached template, with your letterhead inserted, to include all your agency's approver signatures. After July 1<sup>st</sup> we will be diligently checking to ensure the signature on a claim matches your authorized list. For those who enter and approve claims using our workflow system, the approver's signature must be on the authorization form. We will not process any claims after July 1<sup>st</sup> if we have not received the updated form. If you have any questions, please contact Maria Alcala at 852-2473. Thank you for your cooperation.

Rob Knudson  
Assistant Director of Finance-Accounting Division  
Kings County Department of Finance  
1400 W. Lacey Blvd., Bldg. 7, Hanford, CA 93230  
Tel: (559) 852-2464, Fax (559) 587-9935



June 12, 2024

To: Erik Urena, CPA, Director of Finance

The following individuals are authorized to sign the respective forms on behalf of the Kings County Department of \_\_\_\_\_. Only \_\_\_\_\_ signature is required for processing. This list supersedes all prior lists which you may have on file and is effective \_\_\_\_\_.

**Form Key: (Selections 1-5 correspond with FE Security Access Form Approvers)**

- |                             |                           |                             |
|-----------------------------|---------------------------|-----------------------------|
| 1. Purchase Requests/Orders | 4. Cash Receipts/Deposits | 7. Travel Requests          |
| 2. Journal Entries          | 5. P Card Statements      | 8. Payroll Adjustment Memos |
| 3. Invoices                 | 6. Claim Forms            | 9. Banking Services         |

Employee Name		1	2	3	4	5	6	7	8	9
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**Form Key: (Selections 1-5 correspond with FE Security Access Form Approvers)**

- |                             |                           |                             |
|-----------------------------|---------------------------|-----------------------------|
| 1. Purchase Requests/Orders | 4. Cash Receipts/Deposits | 7. Travel Requests          |
| 2. Journal Entries          | 5. P Card Statements      | 8. Payroll Adjustment Memos |
| 3. Invoices                 | 6. Claim Forms            | 9. Banking Services         |

Employee Name		1	2	3	4	5	6	7	8	9
Signature										
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*I certify that the above individuals have been authorized to approve and sign on the department's behalf in the capacity as selected.*

\_\_\_\_\_  
**Department Head Signature**

\_\_\_\_\_  
**Date**