

**INLAND EMPIRE RESOURCE CONSERVATION DISTRICT
TICKET DISTRIBUTION POLICY**

2195.1 AUTHORITY

This policy is pursuant to the Political Reform Act (California Code of Regulations, Title 2, Division 6, section 18944.1).

2195.2 PURPOSE

The purpose of this Policy is to ensure that all tickets and/or passes provided to the District shall be distributed in furtherance of governmental and/or public purposes as required under Section 18944.1.

2195.3 DEFINITIONS

For the purposes of Regulation 18944.1 and this policy, “ticket” or “pass” means admission to a facility, event, show or performance for an entertainment, amusement, recreational or similar purpose.

2195.4 LIMITATIONS

This Policy shall only apply to the District’s distribution of tickets and/or passes to, or at the behest of, a public official for which no consideration of equal or greater value is provided by the public official. Consideration of equal or greater value shall be presumed if the tickets and/or passes are distributed pursuant to this Policy. This Policy shall only apply to the benefits a public official receives that are provided to all members of the public with the same class of ticket.

2195.5 OFFICIAL DUTIES & CEREMONIAL ROLES

A ticket provided to a public official and one guest of the official at which the official performs a ceremonial role, as defined in FPPC Regulation 18942.3, on behalf of the District must be disclosed on Form 802 and posted as set forth below. Any additional effort by the District to either limit or expand permissible ceremonial roles by the District will require that any revised policy to expand these ceremonial roles be forwarded to the FPPC.

2195.6 USE PROHIBITION

Any ticket or pass acquired by the District by purchase, contract, or because the agency controls the event and distributes such ticket or pass to a public official, excluding elected officials or members of the legislative or governing body of the agency, such ticket or pass may be used for the official’s personal use to support general employee morale, retention, or to reward public service. Any ticket or pass distributed to an official for such a purpose must be reported as described in 2195.14 below.

2195.7 PUBLIC PURPOSES

The District may provide a ticket or pass to a person subject to this policy for any of the following District purposes providing that the District Manager or his or her designee determines that providing the ticket or pass actually benefits the District by accomplishing one or more of the following:

- Promotion of special events in accordance with any District contract
- Promotion of public facilities for public use
- Promotion of District visibility, recognition, or profile on a local, state or national scale
- Promotion of District controlled or sponsored events, activities or programs
- Promotion of conservation activities within the District, including conferences and events
- Promotion of community programs and resources available to District residents
- Marketing promotions highlighting District achievements
- Employment Recruitment Programs
- Any similar purpose stated in any District contract

2195.8 RETURN OF TICKETS

Any public official, any member of the public official's immediate family, or guest of the public official may return any ticket unused to the District for redistribution pursuant to this Policy. Government Code section 82029 has defined immediate family to mean spouse and dependent children.

2195.9 AUTHORITY OF DISTRICT MANAGER

The District delegates the authority to distribute any tickets and/or passes in accordance with this Policy to the District Manager or his or her designee. In such case, where the District Manager desires to obtain a ticket or pass, the Board President shall decide whether the District Manager's use or behest of tickets and/or passes is in accordance to the terms of this Policy.

2195.10 TICKETS AND/OR PASSES PROVIDED BY AN OUTSIDE SOURCE

A ticket and/or pass provided from an outside source to the official by the District is not considered a "gift" and will not be reportable if the following requirements are met:

- The ticket and/or pass is not "earmarked" by the outside source for use by the official or employee who uses the ticket or pass;
- The District determines, in its sole discretion, which official or employee may use the ticket and/or pass;
- The distribution of the ticket and/or pass by the District is made in accordance with this policy.

2195.11 TRANSFER PROHIBITION

A public official may transfer his or her ticket to a guest, as well as the official's immediate family, solely for their attendance at the event. All other transfers are prohibited and no such transferred tickets may be resold.

2195.12 VALUATION

The value of any ticket shall be the face value of the ticket.

2195.13 WEBSITE POSTING

This policy and any reporting requirement shall be posted on the District Website.

2195.14 DISCLOSURE FORM

The distribution of any tickets or passes pursuant to this Policy shall be disclosed on FPPC Form 802 or such alternative form as may be amended from time to time. The District must retain these forms as public records, be subject to inspection and copying, as required under the Act. These forms must be forwarded directly to the FPPC for posting on its website.

2195.15 FILING OFFICER AND RETENTION OF FORMS

The District Manager is the filing officer of these forms and shall keep a log of the forms under both the name of the District and the official receiving the payment. The forms are public record and are subject to inspection and copying. The forms shall be maintained on file and on the District's website for a period of not less than four (4) years.