

ADMINISTRATIVE BULLETIN NO. 42

Issued: August 11, 2026

SUBJECT: REPORTING DONATIONS TO A PUBLIC OFFICIAL (LEVINE ACT)

California Government Code Section 84308, commonly referred to as the "Levine Act," prohibits County Officers from participating in any action concerning a license, permit, other entitlement for use, franchise, or contract (collectively "license, permit, or contract") if they receive political contribution(s) from a party, or its agent, totaling more than \$500 within the previous twelve (12) months before the proceeding, while a proceeding is pending, and for twelve (12) months following the date of a final decision in a proceeding. A party, or any agent on behalf of a party, is prohibited from making any political contributions to County Officers during this time.

Covered proceedings include any action to grant, deny, revoke, restrict, or modify a license, permit, contract, or other entitlement for use, that does not solely involve ministerial decisions and is:

1. Applied for by the party;
2. Formally or informally requested by the party; or
3. A contract between the agency and the party or a franchisee granted by the agency to the party, other than contracts or amendments that are **competitively bid, valued under \$50,000, a labor contract, or a personal employment contract.**

Each department is responsible for ensuring that the applicable Levine Act Campaign Contribution Disclosure Form (attached) is provided to and completed by the party, or its agent, and submitted to County Counsel for review and disposition. The form must be completed (1) by the party (or the party's agent) to a covered contract with the County of Kern at the time the party submits a response to a Request for Proposal or other competitive solicitation, enters into contract negotiations with the County, or executes a contract with the County, whichever is earliest, or (2) by a party to a license, permit, or other entitlement proceeding before the County at the time the party (or their agent) submits the license, permit, or entitlement application for the County. The requirement to submit this form applies where a party (or agent) has contributed more than \$500 to a member of the Board of Supervisors or other "Elected County Officers" within the prior twelve (12) months.