

**ATTACHMENT A**

**Agency Minutes Adopting Conflict of Interest Code**

# **Santa Ynez River Valley Basin Central Management Area Groundwater Sustainability Agency**

A regular meeting of the Santa Ynez River Valley Basin Central Management Area Groundwater Sustainability Agency Meeting was held on Monday, 22 October 2018, at the Buellton City Hall Planning Dept. Conference Room, 107 West Highway 246, Buellton, California

Committee Present: Ed Andrisek                      Art Hibbits

Alternates Present: Cynthia Allen

Staff Present:                      Bill Buelow                      Elizabeth Farnum                      Rose Hess  
   Amber Thompson                      Matt Young                      Bruce Wales

Others Present: Frank Hovey

## **I. Call to Order**

Mr. Andrisek called the meeting to order at 10:00 a.m. and welcomed all in attendance.

## **II. Additions, if any, to the Agenda**

No additions were made.

## **III. Public Comment**

There was no public comment.

## **IV. Review and Approve Minutes**

Mr. Buelow submitted the minutes of the meeting of May 16, 2018 for Committee approval. Item XII referenced the next meeting scheduled was for July 18, 2018. That meeting was cancelled and rescheduled for October 22, 2018.

Mr. Andrisek made a MOTION to approve the minutes as amended. Mr. Hibbits seconded the motion and it passed unanimously.

## **V. Consider Adoption of Conflict of Interest Code**

Mr. Andrisek presented the Conflict of Interest Code for discussion. Discussion followed regarding the title "Board of Directors" be changed to "Directors".

Mr. Hibbits made a MOTION to adopt the Conflict of Interest Code as amended changing "Board of Directors" to "Directors" and instructed Mr. Buelow to consult with Counsel if the amended Code needs to be noticed and posted again for 45 days. Mr. Andrisek seconded and it passed unanimously.

**VI. Status update on California Department of Water Resources Proposition 1 Grant**

Mr. Buelow advised that Santa Ynez River Water Conservation District (SYRWCD), as Grantee for the Proposition 1 Grant, completed and submitted the requirements as requested from DWR in a letter dated May 7, 2018 with a deadline of mid-June 2018. These include a revised work plan, budget and schedule, and a summary of actual costs anticipated for the tasks requested for reimbursement.

Mr. Buelow advised that the final agreement is expected in a month, possibly after December. In the meantime, SYRWCD received confirmation that certain costs can be submitted for reimbursement in arrears. GSP planning costs are reimbursable.

Discussion continued regarding State of California agreement language, agreement needed between three GSAs of the Santa Ynez River Basin and Counsel's opinion.

**VII. Consider Staff recommendation for selection of Consultant to perform GSP activities in the Central Management Area of the Santa Ynez River Valley Basin**

Mr. Buelow reviewed the Memorandum to CMA GSA Committee from CMA GSA Staff dated October 22, 2018 regarding CMA Staff Recommendation for GSP Consultant in the CMA. Discussion regarding possible need of a nested well and geology issues followed. Mr. Buelow advised data compilation and discussion will occur in the future and no well will be installed without Committee's discussion and approval. And, if based on data compilation, a separate well is not needed, one will not be drilled.

Mr. Hibbits made a MOTION to direct Staff to award a contract for professional services to the Stetson Engineers team to prepare a GSP and conduct related GSP activities for the CMA. Costs for the consultant will be shared as per the Memorandum of Agreement between the CMA Agencies. The CMA GSA Board requests that the consultant is hired by the Santa Ynez River Water Conservation District. Mr. Andrisek seconded and it passed unanimously.

**VIII. Discuss setting regular meetings**

Mr. Buelow suggested setting regular meetings for the CMA GSA Committee to be the on the 4<sup>th</sup> Monday in the 1<sup>st</sup> month of each Quarter at 10:00 am at the Buellton City Hall, Planning Department Conference Room. The next regular meeting date will be January 28, 2019.

Mr. Hibbits made a MOTION to set regular meetings for the CMA GSA Board to be the on the 4<sup>th</sup> Monday in the 1<sup>st</sup> month of each Quarter at 10:00 am at the Buellton City Hall, Planning Department Conference Room. Mr. Andrisek seconded and it passed unanimously.

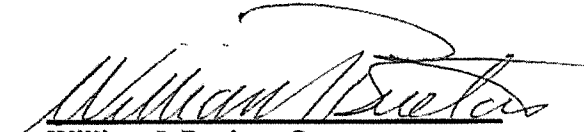
**IX. Requests from the Committee for items to be included on the next Agenda**

Requested items to be included on the next Agenda must be submitted two weeks prior to meeting date. All requests to be given to Mr. Buelow at SYRWCD.

**X. Adjournment**

There being no further business, Mr. Andrisek adjourned the meeting at 11:00 a.m.

Respectfully submitted,

  
William J. Buelow, Secretary

ATTEST:

  
Ed Andrisek, Chairman

**GROUNDWATER SUSTAINABILITY AGENCY FOR THE  
CENTRAL MANAGEMENT AREA IN THE SANTA YNEZ RIVER  
GROUNDWATER BASIN  
CONFLICT OF INTEREST CODE**

The Political Reform Act (Government Code Section 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. Sec. 18730) that contains the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendix, designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the Groundwater Sustainability Agency for the Central Management Area in the Santa Ynez River Groundwater Basin (CMA).

Designated employees may file their statements online which will be submitted to the County Clerk, Recorder and Assessor. Statements will be made available for public inspection and reproduction (Gov. Code Section 81008).

Designated employees who file using a paper Form 700 shall file with the CMA. Upon receipt of the statement filed by a designated employee other than General Counsel and Consultants, a copy shall be retained with the CMA and the original shall be forwarded to the County Clerk, Recorder and Assessor. Statements filed by the General Counsel and Consultants shall be retained by the CMA. Paper statements will be made available for public inspection and reproduction (Gov. Code Section 81008).

**APPENDIX  
DESIGNATED POSITIONS AND  
DISCLOSURE CATEGORIES**

<b>I.     <u>Designated Position</u></b>	<b><u>Assigned Disclosure Category</u></b>
Directors	1, 2, 3
Secretary/Treasurer	1, 2, 3
Groundwater Sustainability Agency Coordinator	1, 2, 3
Groundwater Sustainability Agency Staff	1, 2, 3
General Counsel	1, 2, 3
 Consultants/New Positions	 *

\*Consultants/New positions shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitation:

The Groundwater Sustainability Agency (GSA) Coordinator may determine in writing that a particular consultant or new position, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant’s or new position’s duties and, based upon that description, a statement of the extent of disclosure requirements. The GSA Coordinator’s determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code (Gov. Code Section 81008).

**Note:** The position of General Counsel is filled by outside consultants who serve in a staff capacity.