

## 2014 Local Agency Biennial Notice

Name of Agency: Santa Barbara County Air Pollution Control District  
Mailing Address: 260 N. San Antonio Rd., Ste A, Santa Barbara, CA 93110  
Contact Person: Sara Hunt Phone No: (805) 961-8853  
E-Mail: HuntS@sbcapcd.org

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:**

(Mark all that apply.)

- Include new positions (including consultants) that must be designated
- Revise disclosure categories
- Revise the titles of existing positions
- Delete 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 more than five years old, amendments may be necessary.)

### Verification

*This agency's conflict of interest code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure categories assigned to those positions accurately require the disclosure of 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. The code includes all other provisions required by Government Code Section 87302.*

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

8/26/2014  
\_\_\_\_\_  
Date

Complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 1, 2014**, or by the date specified by your agency, if earlier, to:  
(PLACE RETURN ADDRESS OF THE CODE REVIEWING BODY HERE)

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

SANTA BARBARA COUNTY AIR POLLUTION CONTROL DISTRICT

BOARD OF DIRECTORS

STATE OF CALIFORNIA

\*\*\*\*\*

MINUTE ORDER

August 21, 2014 in the p.m.

Present: Directors Janet Wolf, Doreen Farr, Peter Adam, Steve Lavagnino, Al Clark, John Lizalde, DeWayne Holmdahl, Helene Schneider, Alice Patino, Jim Richardson and Sara Hunt, Clerk

Director in the Chair Holly Sierra

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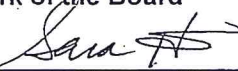
A-7) Adopt amendments to the Santa Barbara County Air Pollution Control District Conflict of Interest Code that reflect revised job classifications approved by the Board since the last code amendment in 2013.

A motion was made by Board member Schneider, seconded by Board member Adam that this matter be approved. Adopted APCD Resolution No. 14-11. The motion carried by the following vote.

Ayes: 11 - Wolf, Farr, Adam, Lavagnino, Clark, Sierra, Lizalde, Holmdahl, Schneider, Patino, Richardson.  
Noes: 0 - None.  
Abstain: 0 - None.  
Absent: 2 - Carbajal, Bennett.

ATTEST:

LOUIS D. VAN MULLEM, JR.  
Clerk of the Board

By   
Deputy

**Resolution of the Air Pollution Control District Board of the  
County of Santa Barbara, State of California**

In The Matter Of Amendments to the                    )  
Santa Barbara County Air Pollution                    )  
Control District's Conflict of Interest Code            )                    APCD Resolution No. 14- 11

**Recitals**

**Whereas**, the District is a public "agency" which is required to adopt a Conflict of Interest Code pursuant to Political Reform Act, Government Code section 81000 *et seq.*; and

**Whereas**, the District Adopted a Conflict of Interest Code in 1989 and it has been subsequently amended; and

**Whereas**, the District's Conflict of Interest Code is in need of amendment to reflect the job classification changes that have been approved by the Board since the last code amendment.

**Now, Therefore, It Is Hereby Resolved, as follows:**

1. The Board has determined that the proposed amendments are necessary and proper and should be made part of the District's Conflict of Interest Code.
2. The Board hereby adopts the proposed amendments to the Conflict of Interest Code, which is attached to this Resolution.
3. The Board authorizes the Control Officer to transmit the amended Conflict of Interest Code to the code-reviewing-body in compliance with Government Code section 87303.
4. Additionally, the Board authorizes the Control Officer to do any other acts necessary and proper to obtain necessary approvals of the Conflict of Interest Code as amended on this day.

Passed and Adopted by the Air Pollution Control District Board of the County of Santa Barbara, State of California, this 21st day of August, 2014, by the following vote:

Ayes: Wolf, Farr, Adam, Lavagnino, Clark, Sierra, Lizalde, Holmdahl, Schneider, Patino, Richardson.

Noes: None.

Abstain: None.

Absent: Carbajal, Bennett.

SANTA BARBARA COUNTY  
AIR POLLUTION CONTROL DISTRICT

By Holly Sierra  
Chair

ATTEST:

LOUIS D. VAN MULLEM, JR.  
Clerk of the Board

By Sara H 8-21-14  
Deputy

APPROVED AS TO FORM:

MICHAEL C. GHIZZONI  
Santa Barbara County Counsel

By William M. Diller  
Deputy County Counsel

APPROVED AS TO FORM:

ROBERT W. GEIS, CPA  
Auditor-Controller

By Kathleen  
Deputy

**CONFLICT OF INTEREST CODE  
FOR THE  
SANTA BARBARA COUNTY  
AIR POLLUTION CONTROL DISTRICT**

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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 California. Administrative Code section 18730, which contains the terms of a standard Conflict of Interest Code, which can be incorporated by reference, and which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings. The terms of 2 California Administrative Code section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and along with the attached Appendices "A" and "B" in which officials, consultants, and employees are designated and disclosure categories are set forth, constitute the Conflict of Interest Code of the Santa Barbara County Air Pollution Control District.

Pursuant to Section 4 of the Standard Code, designated officers, employees and consultants shall file statements of economic interest with the District. Upon receipt of the statements by the Control Officer, the District shall make and retain a copy and file the original with the Elections Division of the Santa Barbara County Clerk-Recorder's Office, 1100 Anacapa Street, Santa Barbara, California, or at such other location as is hereinafter designated by the Clerk-Recorder.

## APPENDIX A

### Designated Positions

### Disclosure Categories

Persons occupying the following positions are designated employees and must disclose financial interests in those categories described in Appendix B which are listed opposite their respective designated positions:<sup>1</sup>

1. Air Pollution Control Officer.....	1,2,3,4,5
2. Division Manager.....	1,2,3,4,5
3. Administrative Manager.....	1,2,3,4,5
4. Human Resources Officer.....	1,2,3,4,5
5. Information Technology & Monitoring Supervisor.....	1,2,3,4,5
6. Air Quality Engineering Supervisor.....	1,2,3,4,5
7. Supervising Accountant.....	1,2,3,4,5
8. Planning and Grants Program Supervisor.....	1,2,3,4,5
9. Community Programs Supervisor.....	1,2,3,4,5
10. Inspection Specialist I,II,III.....	1,2,3,4,5
11. Air Quality Engineer I,II,III.....	1,2,3,4,5
12. Air Quality Specialist I,II,III.....	1,2,3,4,5
13. Emissions Inventory and Planning Specialist I,II,III.....	1,2,3,4,5
14. Public Information and Education Specialist.....	1,2,3,4,5
15. Monitoring Specialist I,II,III.....	1,2,3,4,5
16. EDP Systems and Programming Analyst I,II,III.....	1,2,3,4,5

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<sup>1</sup> In listing the various designated positions the job title shown in the Basic Salary Classification Plan should be used. No employee who performs purely ministerial, clerical, or service functions shall be a designated employee.

17. District Counsel .....	1,2,3,4,5
18. Consultant <sup>2</sup> .....	1,2,3,4,5
19. Governing Board Member <sup>3</sup> .....	1,2,3,4,5
20. Hearing Board Member .....	1,2,3,4,5

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<sup>2</sup> Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation: The Control Officer may determine in writing that a particular consultant, 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 consultants duties and, based upon that description, a statement of the extent of disclosure requirements. The Control Officer’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.

<sup>3</sup> Pursuant to Title 2, Section 18730(b)(3), Governing Board members who are County Board of Supervisors do not need to file an expanded Conflict of Interest statement pursuant to this District Code.

## **APPENDIX B**

### **CATEGORIES OF DISCLOSURES**

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#### CATEGORY 1

Interests in real property which is located in whole or in part within the jurisdiction of the District, including any leasehold, beneficial or ownership interest or option to acquire such interest in real property, if the fair market value of the interest is \$1,000 or more.

#### CATEGORY 2

Business positions or investments in or income from persons or business entities engaged in the appraisal, acquisition, or disposal of, real property within the jurisdiction of the District.

#### CATEGORY 3

Business positions or investments in and income from any source or sources of income, if:

- a) The business entities or the source or sources of income are of the type which, within the previous two years, have provided or contracted to provide, or in the future with reasonable foreseeability might provide or contract to provide services, supplies, materials, machinery or equipment to or for the use of the District; and if
- b) Within the previous two years, the designated employee has made, participated in making, or in any way has attempted to use his or her official position to influence, the governmental decision to obtain or procure services, supplies, materials, machinery or equipment of the same or a similar type as those so provided or contracted to be provided to the District.



#### CATEGORY 4

Business positions or investments in business entities and income from any source or sources of income, if:

a) The business entities or the source or sources of income are of the type which, within the previous two years, have furnished or contracted to furnish, in the future with reasonable foreseeability might furnish or contract to furnish services, supplies, materials, machinery or equipment as a subcontractor in any contact with the District to provide services, supplies, materials, machinery or equipment to or for the use of the District; and if

b) Within the previous two years, the designated employee has made, participated in making, or in any way has attempted to use his or her official position to influence, the governmental decision to obtain or procure services, supplies, materials, machinery or equipment of the same or a similar type as those so provided or contracted to be provided to the District.

#### CATEGORY 5

Business positions or investments in business entities and income from any source or sources of income, if:

a) The business entities or the source or sources of income are of the type which are subject to the regulation or supervision of the District; and if

b) The designated employee's duties involve the supervision or regulation (including the issuance or grant of franchises, building permits or other use or business permits or any other land use control or regulation) of that type of business entity or source of income.

**CONFLICT OF INTEREST CODE  
FOR THE  
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2.	Division Manager.....	1,2,3,4,5
3.	Administrative Manager.....	1,2,3,4,5
4.	Human Resources Officer.....	1,2,3,4,5
5.	Information Technology & Monitoring Supervisor.....	1,2,3,4,5
6.	Air Quality Engineering Supervisor.....	1,2,3,4,5
7.	Supervising Accountant.....	1,2,3,4,5
8.	Planning and Technology Grants Program Supervisor.....	1,2,3,4,5
9.	Community Programs Supervisor.....	1,2,3,4,5
10.	Principal Inspection Specialist.....	1,2,3,4,5
<del>11</del> -10.	Inspection Specialist I,II,III.....	1,2,3,4,5
<del>12</del> -11.	Air Quality Engineer I,II,III.....	1,2,3,4,5
<del>13</del> -12.	Air Quality Specialist I,II,III.....	1,2,3,4,5
<del>14</del> -13.	Emissions Inventory and Planning Specialist I,II,III.....	1,2,3,4,5
<del>15</del> -14.	Public Information and Education Specialist.....	1,2,3,4,5

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<sup>1</sup> In listing the various designated positions the job title shown in the Basic Salary Classification Plan should be used. No employee who performs purely ministerial, clerical, or service functions shall be a designated employee.

<del>16-15.</del> Monitoring Specialist I,II,III.....	1,2,3,4,5
<del>17-16.</del> EDP Systems and Programming Analyst I,II,III .....	1,2,3,4,5
<del>18-17.</del> District Counsel .....	1,2,3,4,5
<del>19-18.</del> Consultant <sup>2</sup> .....	1,2,3,4,5
<del>20-19.</del> Governing Board Member <sup>3</sup> .....	1,2,3,4,5
<del>21-20.</del> Hearing Board Member .....	1,2,3,4,5

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Business positions or investments in and income from any source or sources of income, if:

- a) The business entities or the source or sources of income are of the type which, within the previous two years, have provided or contracted to provide, or in the future with reasonable foreseeability might provide or contract to provide services, supplies, materials, machinery or equipment to or for the use of the District; and if
- b) Within the previous two years, the designated employee has made, participated in making, or in any way has attempted to use his or her official position to influence, the governmental decision to obtain or procure services, supplies, materials, machinery or equipment of the same or a similar type as those so provided or contracted to be provided to the District.

#### CATEGORY 4

Business positions or investments in business entities and income from any source or sources of income, if:

a) The business entities or the source or sources of income are of the type which, within the previous two years, have furnished or contracted to furnish, in the future with reasonable foreseeability might furnish or contract to furnish services, supplies, materials, machinery or equipment as a subcontractor in any contact with the District to provide services, supplies, materials, machinery or equipment to or for the use of the District; and if

b) Within the previous two years, the designated employee has made, participated in making, or in any way has attempted to use his or her official position to influence, the governmental decision to obtain or procure services, supplies, materials, machinery or equipment of the same or a similar type as those so provided or contracted to be provided to the District.

#### CATEGORY 5

Business positions or investments in business entities and income from any source or sources of income, if:

a) The business entities or the source or sources of income are of the type which are subject to the regulation or supervision of the District; and if

b) The designated employee's duties involve the supervision or regulation (including the issuance or grant of franchises, building permits or other use or business permits or any other land use control or regulation) of that type of business entity or source of income.