

**ATTACHMENT B**

**Conflict of Interest Code Amendment Summary**

## Lenzi, Chelsea

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**From:** Rob Mangus <rmangus@goletasanitary.org>  
**Sent:** Wednesday, August 8, 2018 9:15 AM  
**To:** Lenzi, Chelsea  
**Subject:** Goleta Sanitary District - RE: 2018 Local Agency Biennial Notice  
**Attachments:** 2018 Biennial Notice.pdf; Resolution 07-454.pdf; Resolution 14-581.pdf; Resolution 16-603.pdf; Resolution 18-636.pdf

**Categories:** Green Category

Chelsea:

Attached please find a copy of Resolution No. 07-454 which provides for the adoption of a revised Conflict of Interest Code by the Goleta Sanitary District in 2007. The Code was approved by the Board of Supervisors on September 11, 2007. You will note that the Code incorporates FPPC Regulation 18730 by reference and includes the following recommended language:

Designated Employees shall annually file statements of economic interests with the District. Upon receipt of these statements, the District shall make and retain a copy and forward the original of each statement to the Elections Division of the Santa Barbara County Clerk-Recorder.

The District amended its Conflict of Interest Code by Resolution No. 14-581 on September 15, 2014 to add the position of Assistant General Manager to the list of Designated Employees. The amendment was approved by the Board of Supervisors on February 10, 2015. A copy of Resolution No. 14-581 is attached.

The District further amended its Conflict of Interest Code by Resolution No. 16-603 on August 4, 2016 to (i) reclassify the position of Board Secretary to Finance and Human Resources Manager/Board Secretary, and (ii) add the position of Plant Superintendent to the list of Designated Employees. The amendment was approved by the Board of Supervisors on February 14, 2017. A copy of Resolution No. 16-603 is attached.

The District further amended its Conflict of Interest Code by Resolution No. 18-636 on August 6, 2018 to reclassify the position of Plant Superintendent to Plant Operations Manager on the list of Designated Employees. A copy of Resolution No. 18-636 is attached. This most recent amendment is being submitted to the County for approval by the Board of Supervisors, as the code reviewing body. Also attached is a completed and signed copy of the 2018 Local Agency Biennial Notice

Please advise us once the Board of Supervisors' approval has been obtained.

Thank you for your assistance. If you have any questions or need further information, please do not hesitate to contact us.

Rob Mangus  
Finance & Human Resources Manager  
Goleta Sanitary District, One William Moffett Place, Goleta, California 93117  
[rmangus@goletasanitary.org](mailto:rmangus@goletasanitary.org)  
V: (805) 967-4519 x126; F: (805) 964-3583

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**From:** Lenzi, Chelsea [mailto:clenzi@countyofsb.org]  
**Sent:** Tuesday, August 07, 2018 3:30 PM  
**To:** Rob Mangus  
**Subject:** RE: 2018 Local Agency Biennial Notice

Hi Rob,

Thank you for the follow up. However, your code is missing the Incorporation Section. The FPPC recommends that agencies incorporate FPPC Regulation 18730 by reference, which provides the rules for disqualification procedures, reporting financial interests, and references the current gift limit. This section also designates where the Form 700s are filed and retained. I've attached a sample Code from the FPPC you may find helpful.

Please note: Form 700 forms are filed with the County Elections Office. The recommended language is, as follows:

Upon receipt of the statements, the Filing Official of the (Agency Name) shall make and retain a copy and forward the original statement to The Santa Barbara County Clerk, Recorder and Assessor. Mailing address: County Elections, PO Box 61510, Santa Barbara CA 93160-1510.

Please let me know if you have any questions.

Sincerely,

Chelsea Lenzi  
Clerk of the Board of Supervisors  
County of Santa Barbara  
105 E. Anapamu St.  
Santa Barbara, CA 93101  
t: 805.568.2242  
f: 805.568.2249

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**From:** Rob Mangus [mailto:rmangus@goletasanitary.org]  
**Sent:** Tuesday, August 7, 2018 1:01 PM  
**To:** Lenzi, Chelsea  
**Subject:** RE: 2018 Local Agency Biennial Notice

Chelsea:

The District last amended its Conflict of Interest (COI) Code, prior to last night, by Resolution No. 16-603 on August 4, 2016. The Code incorporates by reference the applicable regulations of the Fair Political Practices Commission (FPPC). The Code also specifies disclosure categories and identifies the Designated Employees who are required to disclose financial interests by filing an annual Statement of Economic Interests (Form 700). The Code was updated to list the following Designated Employees:

Appendix A dated 08/04/16

1. Directors
2. General Manager
3. Assistant General Manager
4. General Counsel

5. Board Secretary Finance and Human Resources Manager/Board Secretary
6. Plant Superintendent

The District amended its Conflict of Interest (COI) Code by Resolution No. 18-636, last night, August 6, 2018. The Code still incorporates by reference the applicable regulations of the Fair Political Practices Commission (FPPC). The Code also specifies disclosure categories and identifies the Designated Employees who are required to disclose financial interests by filing an annual Statement of Economic Interests (Form 700). The Code was updated to list the following Designated Employees:

*Appendix A dated 08/06/18*

1. Directors
2. General Manager
3. Assistant General Manager
4. General Counsel
5. Finance and Human Resources Manager/Board Secretary
6. ~~Plant Superintendent~~ Plant Operations Manager

Appendix B has not changed.

Hope this helps, thank you.

Rob Mangus  
Finance & Human Resources Manager  
Goleta Sanitary District, One William Moffett Place, Goleta, California 93117  
[rmangus@goletasanitary.org](mailto:rmangus@goletasanitary.org)  
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**From:** Lenzi, Chelsea [<mailto:clenzi@countyofsb.org>]  
**Sent:** Tuesday, August 07, 2018 12:28 PM  
**To:** Rob Mangus  
**Subject:** RE: 2018 Local Agency Biennial Notice

If it isn't too much trouble. It will help our staff write the Board Agenda Letter. Also, It doesn't look like you sent the complete Code.

Chelsea Lenzi  
Clerk of the Board of Supervisors  
County of Santa Barbara  
105 E. Anapamu St.  
Santa Barbara, CA 93101  
t: 805.568.2242  
f: 805.568.2249

**From:** Rob Mangus [<mailto:rmangus@goletasanitary.org>]  
**Sent:** Tuesday, August 7, 2018 12:20 PM

**To:** Lenzi, Chelsea  
**Subject:** RE: 2018 Local Agency Biennial Notice

We just made a small simple change of title of our Plant Superintendent to Plant Operations Manager, with that small of change do you still need a redline?

Rob Mangus  
Finance & Human Resources Manager  
Goleta Sanitary District, One William Moffett Place, Goleta, California 93117  
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**From:** Lenzi, Chelsea [<mailto:clenzi@countyofsb.org>]  
**Sent:** Tuesday, August 07, 2018 11:34 AM  
**To:** Rob Mangus  
**Subject:** RE: 2018 Local Agency Biennial Notice

Thank you. Would you be able to provide a copy of the complete Conflict of Interest Code, including a redline version with the changes?

Chelsea Lenzi  
Clerk of the Board of Supervisors  
County of Santa Barbara  
105 E. Anapamu St.  
Santa Barbara, CA 93101  
t: 805.568.2242  
f: 805.568.2249

**From:** Rob Mangus [<mailto:rmangus@goletasanitary.org>]  
**Sent:** Tuesday, August 7, 2018 11:23 AM  
**To:** Lenzi, Chelsea  
**Subject:** 2018 Local Agency Biennial Notice

Chelsea Lenzi  
Deputy Clerk of the Board  
Santa Barbara Board of Supervisors

Dear Chelsea,

Please find attached, Goleta Sanitary District's 2018 Local Biennial Notice and Resolution No. 18-636, passed by the Governing Board last evening.

Please confirm receipt and let us know if you have any questions or require further information.

Thank you,

Rob Mangus  
Governing Board Secretary and  
Finance & Human Resources Manager  
Goleta Sanitary District, One William Moffett Place, Goleta, California 93117  
[rmanqus@goletasanitary.org](mailto:rmanqus@goletasanitary.org)  
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