County of Ventura

2018 Local Agency Biennial Notice

JUN 20 2018

Clerk of the Board

Name of Agency: Auditor-Controller

Mailing Address: 800 S. Victoria Ave.

Contact Person: Susan Winholt Phone No. 805-654-3152

Email: susan.winholt@ventura.org Alternate Email: deborah.spencer@ventura.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:**

(Check all that apply.)

- O Include new positions
- O Revise disclosure categories
- O Revise the titles of existing positions
- O Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- O Other *(describe)* _____

☐ **The code is currently under review by the code reviewing body.**

☑ **No amendment is required.** (If your code is over five years old, amendments may be necessary.)

Verification **(to be completed if no amendment is required)**

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

Signature of Chief Executive Officer *Date* 6/20/2018

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 1, 2018**, or by the date specified by your agency, if earlier, to:

Board of Supervisors
800 S. Victoria Avenue
Ventura, CA 93009-1920

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

RECEIVED
JUN 23 2014
OFFICE OF CLERK
BOARD OF SUPERVISORS

2014 CONFLICT OF INTEREST CODE
AUDITOR-CONTROLLER

The Political Reform Act, Government Code section 81000 et seq., requires local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code Regs., § 18730) which contains the terms of a standard Conflict of Interest Code, 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 California Code of Regulations, Title 2, Section 18730, and any amendment to it duly adopted by the Fair Political Practices Commission, are hereby incorporated by reference as the Conflict of Interest Code for the Auditor-Controller, and along with the attached Exhibit A, which designates positions requiring disclosure and Exhibit B, which sets forth disclosure categories for each designated position, constitute the Conflict of Interest Code of the Auditor-Controller. Persons holding positions designated in Exhibit A shall file Form 700 Statements of Economic Interests with the Clerk of the Ventura County Board of Supervisors' Office which shall be the Filing Officer.

IN PREPARING THE FORM 700, DESIGNATED FILERS NEED ONLY DISCLOSE THOSE FINANCIAL INTERESTS FALLING WITHIN THE DISCLOSURE CATEGORIES DESIGNATED FOR THAT FILER'S POSITION AS STATED IN EXHIBITS A AND B.

APPROVED AND ADOPTED this _23_ day of ____June__, 2014:

By: _____
Print Name: Jeffery S. Burgh
Title: Assistant Auditor-Controller

EXHIBIT A – DESIGNATED POSITIONS
AUDITOR-CONTROLLER

# of POSITIONS	POSITION TITLE	DISCLOSURE CATEGORIES (From Exhibit B)
1	**Auditor-Controller**	1
1	**Assistant Auditor-Controller**	1
4	**Deputy Director-Auditor-Controller**	2,6
1	**Manager, Fiscal Manager - VCFMS**	2,6
1	**Manager, Fiscal Manager – Financial Management**	2,6
1	**Manager, Fiscal Manager – Financial Planning**	2,6
1	**Manager, Fiscal Manager – Internal Audit**	1
1	**Manager, Fiscal Manager – Property Tax**	2,5,6
1	**Manager, Fiscal Manager – Accounts Payable**	2,3
1	**Manager, Clerical Services Manager**	2,3
1	**Manager, Fiscal Manager - Payroll**	2,6
Consultants[1]		

[1] The disclosure, if any, required of a consultant will be determined on a case-by-case basis by the head of the agency or designee. The determination of whether a consultant has disclosure requirements should be made in writing on a Fair Political Practices Commission Form 805. The determination should include a description of the consultant's duties and based upon that description, a statement of the extent, if any, of the disclosure requirements. Each Form 805 is a public record and should be retained for public inspection either in the same manner and location as the Conflict of Interest Code, or with appropriate documentation at the location where the Conflict of Interest Code is maintained, cross-referencing to the Form 805.

Exhibit B
Disclosure Categories

Subject to the definitions set forth in the Political Reform Act and applicable regulations:

Category 1 – BROADEST DISCLOSURE

(1) All sources of income including gifts, loans and travel payments;
(2) All interests in real property; and
(3) All investments and business positions in business entities.

Category 2 – REAL PROPERTY

All interests in real property.

Category 3 – LAND DEVELOPMENT AND TRANSACTION

All investments, business positions and income including gifts, loans and travel payments, from sources of the type which engage in land development, construction, or acquisition or sale of real property.

Category 4 – PROCUREMENT

All investments, business positions and income including gifts, loans and travel payments, from sources of the type which provide services, facilities, supplies, materials, machinery or equipment of the type utilized by the Authority.

Category 5 – REGULATION AND PERMITTING

All investments, business positions and income including gifts, loans and travel payments, from sources of the type which are subject to the regulatory, permitting or licensing authority of, or have an application or license pending before the Authority.

Category 6 – FUNDING

All investments, business positions and income including gifts, loans and travel payments, from sources of the type which receive grants or other monies from or through the Authority.

BOARD MINUTES
BOARD OF SUPERVISORS, COUNTY OF VENTURA, STATE OF CALIFORNIA

SUPERVISORS STEVE BENNETT, LINDA PARKS,
KELLY LONG, PETER C. FOY AND JOHN C. ZARAGOZA
December 4, 2018 at 8:30 a.m.

CONSENT – COUNTY EXECUTIVE OFFICE – Adoption of Conflict of Interest Codes for 118 Local Agencies; and Receive and File 2018 Biennial Notices.

(X) All Board members are present.

(X) Upon motion of Supervisor Long, seconded by Supervisor Zaragoza, and duly carried, the Board hereby approves the recommendations as stated in the respective Board letters for Consent Items 12 - 33.

By: Lori Gaines
Lori Gaines
Deputy Clerk of the Board

Item #13
12/4/18