County of Ventura

# 2018 Local Agency Biennial Notice

OCT 01 2018

Clerk of the Board

Name of Agency: Camrosa Water District

Mailing Address: 7385 Santa Rosa Rd., Camarillo, CA 93012

Contact Person: Jozi Scholl Phone No. (805) 256-3330

Email: jozis@camrosa.com Alternate Email: _____

**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.)*

- ● Include new positions
- ○ Revise disclosure categories
- ● Revise the titles of existing positions
- ○ Delete titles of positions that have been abolished and/or 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 over five years old, amendments may be necessary.)

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**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* 7/27/2018

Ian Prichard, Water Resource Manager, for Tony Stafford, GM

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.**

County of Ventura

OCT 01 2018

Clerk of the Board

**ORDINANCE NO. 39-18**

**AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE CAMROSA WATER DISTRICT AMENDING THE CONFLICT OF INTEREST CODE**

**Whereas,** the Political Reform Act, Government Code, Section 81000, et seq. required government agencies to adopt and promulgate Conflict of Interest Codes; and

**Whereas**, Camrosa Water District has previously adopted as Ordinance No. 39, and Amendments thereto, a Conflict of Interest Code as required by the Government Code; and

**Whereas,** Ordinance No. 39 conformed to the Regulations of the Fair Political Practices Commission, Title 2, Division 6 of the California Code of Regulations, which contain the terms of the 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 hearing; and

**Whereas**, Camrosa Water District wishes to amend its Conflict of Interest Code concerning the employees designated in disclosure categories set forth to file Statements of Economic Interests with the Ventura County Clerk of the Board.

**NOW, Therefore, Be It Ordained** by the Camrosa Water District Board of Directors that District Ordinance No. 39, along with its Amendments, as previously adopted and amended, is hereby revoked and hereafter superseded by the following:

1. Subject to Paragraph 3 hereinafter, the provisions of Regulations of the Fair Political Practices Commission, Title 2, Division 6 of the California Code of Regulations, Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated by reference as the Conflict of Interest Code for this Agency, and, along with the attached Exhibit A in which officials and employees are designated and disclosure categories are set forth, constitutes the Conflict of Interest Code for this Agency; and
2. Disclosure of Interests in Real Property shall be limited to properties within the jurisdiction of the Camrosa District, other than the principal residence of the employee. Disclosure of business positions, investments, and income shall be limited to positions and investments in business entities and income sources which provide services, supplies, materials, machinery or equipment of the type utilized by Camrosa; and
3. Attached hereto marked Exhibit A, and incorporated herein by reference, is the list of designated employees and the disclosure categories for each class of employee; and
4. Attached hereto marked Exhibit B Disclosure Categories is reference to the list of categories set forth in the Political Reform Act; and
5. Pursuant to Section 4 of the Standard Code, designated employees shall file Statements of Economic Interests with the Ventura County Clerk of the Board.

**Adopted, Signed, and Approved** this 27th day of September, 2018.

Eugene F. West, President
Board of Directors
**Camrosa Water District**

(ATTEST)
Tony L. Stafford, Secretary
Board of Directors
**Camrosa Water District**

## 2018 Exhibit A – Designated Positions

**Camrosa Water District**

| # OF POSITIONS | DESIGNATED EMPLOYEES | DISCLOSURE CATEGORIES | FILING OFFICER* |
|---|---|---|---|
| 5 | Board of Directors | 1 | COB |
| 1 | General Manager/Secretary | 1 | COB |
| 1 | Manager of Operations | 1 | COB |
| 1 | Manager of Finance | 1 | COB |
| 1 | Manager of Customer Accounts and Business | 1 | COB |
| 1 | Data Systems and Planning Manager | 1 | COB |
| 1 | District Engineer | 1 | COB |
| 1 | Superintendent of Operations | 1 | COB |
| 1 | Water Resource Manager | 1 | COB |
| 1 | Technical Service Manager/Senior Inspector | 1 | COB |
| 1 | Water Quality Manager | 1 | COB |
| 1 | Legal Counsel | 1 | COB |
| 1 | Financial Consultant | 1 | COB |
| | Consultants** | ** | |

* Filing Officer, Designated County Clerk of Boad (COB).

**The disclosure, if any, required of a Consultant will be determined on a case-by-case basis by the General Manager of Camrosa or his/her designee. The determination of whether a particular Consultant has or will have disclosure requirements is to be made in writing. 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 writing, or the combined writing, is a public record and is to be retained for public inspection either in the same manner and location as this Conflict of Interest Code, or, with appropriate documentation at the location where the Conflict of Interest Code is maintained, cross-referencing to the Consultant determination(s).

## 2018 EXHIBIT B – DISCLOSURE CATEGORIES

The terms *italicized* below have specific meaning under the Political Reform Act. In addition, the financial interests of a spouse, domestic partner and dependent children of the public official holding the designated position may require reporting. Consult the instructions and reference pamphlet of the Form 700 for explanation.

**CATEGORY 1 – BROADEST DISCLOSURE**
[SEE FORM 700 SCHEDULES A-1, A-2, B, C, D and E]

(1) All sources *of income, 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**
[SEE FORM 700 SCHEDULE B]

All *interests in real property*, including *interests in real property* held by *business entities* and trust in which the public official holds a business position or has an *investment* or other financial interest.

**CATEGORY 3 – LAND DEVELOPMENT, CONSTRUCTION AND TRANSACTION**
[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

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

**CATEGORY 4 – PROCUREMENT**
[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

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 which the designated position procures or assists in procuring on behalf of the District.

**CATEGORY 5 – REGULATION AND PERMITTING**
[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

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

**CATEGORY 6 – FUNDING**
[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All *investments, business positions* and sources of *income, gifts, loans* and *travel payments*, from sources which receive grants or other funding from or through the District.

## APPENDIX – DESIGNATING OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

Pursuant to Government Code section 87200 et seq., certain city and county officials, as well as all "other officials who manage public investments," are required to disclose their economic interests in accordance with the Political Reform Act. This Appendix provides the relevant definitions for determining which public officials qualify as "other officials who manage public investments," designates the agency's positions which qualify as such, and states the Filing Officer for each designated position.

### APPLICABLE DEFINITIONS

As set forth in 2 California Code of Regulations section 18701, the following definitions apply for the purposes of Government Code section 87200:

(1) "Other public officials who manage public investments" means:

(A) Members of boards and commissions, including pension and retirement boards or commissions, or of committees thereof, who exercise responsibility for the management of public investments;

(B) High-level officers and employees of public agencies who exercise primary responsibility for the management of public investments, such as chief or principal investment officers or chief financial managers. This category shall not include officers and employees who work under the supervision of the chief or principal investment officers or the chief financial managers; and

(C) Individuals who, pursuant to a contract with a state or local government agency, perform the same or substantially all the same functions that would otherwise be performed by the public officials described in subdivision (1)(B) above.

(2) "Public investments" means the investment of public moneys in real estate, securities, or other economic interests for the production of revenue or other financial return.

(3) "Public moneys" means all moneys belonging to, received by, or held by, the state, or any city, county, town, district, or public agency therein, or by an officer thereof acting in his or her official capacity, and includes the proceeds of all bonds and other evidences of indebtedness, trust funds held by public pension and retirement systems, deferred compensation funds held for investment by public agencies, and public moneys held by a financial institution under a trust indenture to which a public agency is a party.

(4) "Management of public investments" means the following non-ministerial functions: directing the investment of public moneys; formulating or approving investment policies; approving or establishing guidelines for asset allocations; or approving investment transactions.

**DESIGNATED POSITIONS AND FILING OFFICERS**

Based on the foregoing, the following agency positions and/or consultants qualify as "other officials who manage public investments" and shall file Statements of Economic Interests (Form 700) pursuant to Government Code section 87200 et seq. with the below-designated Filing Officers:

| # of POSITIONS | POSITION TITLE/CONSULTANT | FILING OFFICER |
|---|---|---|
| 5 | Board of Directors | COB |
| 1 | General Manager/Secretary | COB |
| 1 | Manager of Finance | COB |
| 1 | Financial Consultant | COB |

**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**

County of Ventura

# Agency Report of: New Positions

30 December 2019

Clerk of the Board

**A Public Document**

**California Form 804**

## 1. Agency Name (Also include, Division, Department, or Region (if applicable))

Camrosa Water District

☐ Amendment

Date of Original Filing: _____ (month, day, year)

**Agency Contact**

Jozi Scholl

**Phone Number**

(805) 256-3330

**Email**

jozis@camrosa.com

## 2. New Position Information

| Position Title/Classification and Job Summary | Assigned Category | OR Disclosure Requirement | Assuming/Start Date (Optional) |
|---|---|---|---|
| Technical Services Advisor/Sr. Inspector | 1 | | Start 09 / 12 / 19 (m / d / yr) |
| Water Quality Supervisor | 1 | | Start 09 / 12 / 19 (m / d / yr) |
| AGM (Assistant General Manager)/Water Resource & Regulatory Compliance | 1 | | Start 09 / 12 / 19 (m / d / yr) |
| Manager of Engineering & Operations | 1 | | Start 09 / 12 / 19 (m / d / yr) |
| | | | Start ___/___/___ (m / d / yr) |
| | | | Start ___/___/___ (m / d / yr) |
| | | | Start ___/___/___ (m / d / yr) |

## 3. Verification

*I have read and understand FPPC Regulations 18700.3 and 18734. I have verified that the disclosure assignment(s) set forth above, is in accordance with its provisions.*

| Signature | Name | Title | (month, day, year) |
|---|---|---|---|
| | Josephine Scholl | Mgr of Customer Accts/Business | 12/26/2019 |

Comment: (Use this space or an attachment for any additional information.)