

2018 Local Agency Biennial Notice

11 September 2018

Clerk of the Board

Name of Agency: Ventura County Transportation Commission

Mailing Address: 950 County Square Drive, Suite 207 Ventura, CA 93003

Contact Person: Donna Cole Phone No. 805-642-1591 x101

Email: dcole@goventura.org 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.)

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

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.

11 September 2018

Clerk of the Board

**2018 CONFLICT OF INTEREST CODE FOR
VENTURA COUNTY TRANSPORTATION COMMISSION,
VENTURA COUNTY LOCAL TRANSPORTATION AUTHORITY,
VENTURA COUNTY AIRPORT LAND USE COMMISSION,
VENTURA COUNTY SERVICE AUTHORITY FOR FREEWAY EMERGENCIES,
CONSOLIDATED TRANSPORTATION SERVICES
AGENCY FOR VENTURA COUNTY,
AND VENTURA COUNTY CONGESTION MANAGEMENT AGENCY
(hereafter collectively referred to as, "VCTC AGENCIES")**

The Political Reform Act, Government Code sections 81000 et seq., requires local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation (Cal. Code Regs., tit. 2, § 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 the regulations duly adopted by the Fair Political Practices Commission, are hereby incorporated by reference as the Conflict of Interest Code for the VCTC AGENCIES and along with the attached Appendix A, which designates positions requiring disclosure and Appendix B, which sets forth disclosure categories for each designated position, constitute the Conflict of Interest Code of the VCTC AGENCIES holding positions designated in Appendix A shall file Form 700 Statements of Economic Interests with the Filing Officer specified for that position in Appendix A.

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 APPENDICES A AND B.

APPROVED AND ADOPTED this 7th day of September, 2018:

By:


Linda Parks
Chair

APPENDIX A – DESIGNATED POSITIONS AND FILING OFFICERS

# of POSITIONS	POSITION TITLE	DISCLOSURE CATEGORIES (From Appendix B)	FILING OFFICER (Designate County Clerk of Board [COB] or Local Agency's Clerk [AC])
17	Commissioner	1	COB
1	Executive Director	1	COB
1	Finance Director	1	COB
1	Director of Programming	1	COB
1	Director of Planning and Technology	1	COB
1	Director of Transit	1	COB
1	Clerk of the Board/Public Information Officer	1	COB
1	Program Manager, TDM	1	COB
1	Program Manager, Transit Contracts	1	COB
1	Program Manager, Regional Transit Planning	1	COB
1	Program Manager, Highway Capital	1	COB
1 (Consultant)¹	General Counsel	1	COB

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.

APPENDIX 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 trusts 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 sources of *income, 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 sources of *income, gifts, loans and travel payments*, from sources which provide services, supplies, materials, machinery or equipment which the designated position procures or assists in procuring on behalf of their agency or department.

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 designated position's agency or department.

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 designated position's agency or department.

11 September 2018

RESOLUTION NO. 2018-12

Clerk of the Board

**A JOINT RESOLUTION OF THE VENTURA COUNTY
TRANSPORTATION COMMISSION, THE VENTURA COUNTY LOCAL
TRANSPORTATION AUTHORITY, THE VENTURA
COUNTY AIRPORT LAND USE COMMISSION, THE
VENTURA COUNTY SERVICE AUTHORITY FOR FREEWAY
EMERGENCIES, THE CONSOLIDATED TRANSPORTATION
SERVICES AGENCY FOR VENTURA COUNTY, AND THE
VENTURA COUNTY CONGESTION MANAGEMENT
AGENCY APPROVING THE CONFLICT OF INTEREST CODE
FOR SAID ORGANIZATIONS**

THE VENTURA COUNTY TRANSPORTATION COMMISSION ("VCTC"), THE VENTURA COUNTY LOCAL TRANSPORTATION AUTHORITY ("VCLTA"), THE VENTURA COUNTY AIRPORT LAND USE COMMISSION ("ALUC"), THE VENTURA COUNTY SERVICE AUTHORITY FOR FREEWAY EMERGENCIES ("SAFE"), THE CONSOLIDATED TRANSPORTATION SERVICES AGENCY FOR VENTURA COUNTY ("CTSA") AND THE VENTURA COUNTY CONGESTION MANAGEMENT AGENCY ("CMP") (hereafter, collectively referred to as "VCTC Agencies"), do hereby resolve as follows:

WHEREAS, the Fair Political Practices Commission has adopted a regulation (Cal. Code Regs., tit. 2, § 18730) which contains the terms of a standard Conflict of Interest Code which may 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, the VCTC Agencies wish to continue to operate with a Conflict of Interest Code which incorporates the standard conflict of interest code approved by the Fair Political Practices Commission;

NOW, THEREFORE, the VCTC Agencies do hereby resolve as follows:

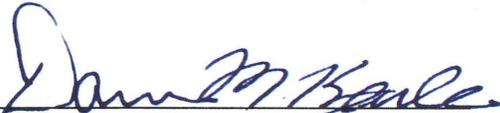
- I. The Conflict of Interest Code attached to this Resolution and incorporated herein as Exhibit 1 is hereby adopted.
- II. The disclosure category definitions attached to this Resolution and incorporated herein as Exhibit 1 are hereby adopted.
- III. The Chair of the VCTC Agencies is hereby authorized to execute this Resolution adopting the Conflict of Interest Code incorporated herein.
- IV. The Executive Director of the VCTC Agencies shall certify the adoption of this Resolution and shall be the designated person to receive and file statements of economic interests for VCTC. Upon receipt of such statements, the Executive Director is directed to retain a copy for a period of not less than 10 years and forward the originals to the County Clerk.
- V. The Secretary of the VCTC Agencies is authorized to forward a copy of the adopted Conflict of Interest Code to the Board of Supervisors.

PASSED APPROVED AND ADOPTED this 7th day of September, 2018.

 for: _____

Linda Parks,
Chairperson

ATTEST:


DARREN KETTLE,

Executive Director

APPROVED AS TO FORM:


STEVE MATTAS,

General Counsel



**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:

A handwritten signature in cursive script that reads "Lori Gaines". The signature is written in black ink and is positioned above the printed name and title.

Lori Gaines
Deputy Clerk of the Board

Agency Report of: 15 November 2019

New Positions

Clerk of the Board

A Public Document

California Form **804**

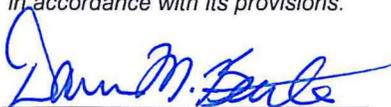
1. Agency Name (Also include, Division, Department, or Region (if applicable))		<input checked="" type="checkbox"/> Amendment
Ventura County Transportation Commission		Date of Original Filing: 11/13/2019
Agency Contact		(month, day, year)
Darren Kettle		
Phone Number	Email	
805-642-1591 x123	dkettle@goventura.org	

2. New Position Information

Position Title/Classification and Job Summary	Assigned Category	OR	Disclosure Requirement	Assuming/Start Date (Optional)
Director of Planning and Policy	1			Start <u>12</u> / <u>09</u> / <u>19</u> m / d / yr
				Start ___ / ___ / ___ m / d / yr
				Start ___ / ___ / ___ m / d / yr
				Start ___ / ___ / ___ m / d / yr
				Start ___ / ___ / ___ 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

Darren Kettle
Name

Executive Director
Title

11/13/2019
(month, day, year)

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

Current filing official is retired. Until the position is filled Darren Kettle will be the contact for Form 700 matters.