

September 18, 2024

Clerk of the Board

**2024 Local Agency Biennial Notice**

Name of Agency: Conejo Open Space Conservation Agency  
Mailing Address: 2100 E. Thousand Oaks Blvd. Thousand Oaks, CA 91362  
Contact Person: Brian Stark Phone No. (805) 449-2345  
Email: bstark@toaks.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.)

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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

8/15/24  
\_\_\_\_\_  
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, 2024**, or by the date specified by your agency, if earlier, to: **E-Mail to: [form700clerk@ventura.org](mailto:form700clerk@ventura.org)**

or  
**Mail to: Clerk of the Board of Supervisors**  
**800 S. Victoria Avenue, L# 1920**  
**Ventura, CA 93009-1920**

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

RESOLUTION NO. 2019-02

RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
CONEJO OPEN SPACE CONSERVATION AGENCY  
ADOPTING A CONFLICT OF INTEREST CODE  
APPLICABLE TO MEMBERS OF A PUBLIC AGENCY  
AND RESCINDING RESOLUTION 2016-01

WHEREAS, the Joint Exercise of Powers Agreement creating the Conejo Open Space Conservation Agency was approved by Resolution No. 77-383 of the City Council of the City of Thousand Oaks on October 18, 1977 and was approved by Resolution No. 101877-A of the Conejo Recreation and Park District on October 18, 1977; and

WHEREAS, the Political Reform Act, Government Code § 81000, et seq. requires every state and local government agency to adopt and declare a Conflict of Interest Code; and

WHEREAS, the Fair Political Practices Commission (FPPC) has adopted a standard model Conflict of Interest Code set forth in Title 2 California Code of Regulations § 18730; and

WHEREAS, the Conejo Open Space Conservation Agency has been designated as a public agency within the coverage of the Conflict of Interest Code.

NOW THEREFORE, the Conejo Open Space Conservation Agency does resolve as follows:

Section 1. ADOPTION OF CONFLICT OF INTEREST CODE. The terms of Title 2 California Code of Regulations § 18730 and any amendments to it duly adopted by the FPPC are hereby incorporated by reference.

Section 2. DEFINITIONS. Except as otherwise indicated in this Code, the definitions found in the Political Reform Act 1974 (See Government Code § 81000 et seq.) are incorporated in and shall apply to the Code.

Section 3. APPLICATION OF CODE. This Conflict of Interest Code shall be applicable to each person designated in Exhibit A.

Section 4. FINANCIAL DISCLOSURE. Persons who are designated in Exhibit A shall file pursuant to applicable disclosure categories as defined in Exhibit B.

Section 5. PLACE OF FILING. Designated persons shall file Statements of Economic Interests with the Clerk of the Ventura County Board of Supervisors' Office which shall be the Filing Officer. The Clerk of the Ventura County Board of Supervisors will make the statements available for public inspection and reproduction pursuant to Government Code Section 81008.

Section 6. REQUIRED FILINGS. Designated persons shall file Statements of Economic Interests as required by California Government Code and Code of Regulations.

Section 7. CIRCUMSTANCES REQUIREING DISQUALIFICATION. Any person who is a member of the Board of Directors, Administrative Officers, Attorney, and Treasurer must disqualify themselves from making, or participating in the making of, any decision when it is reasonably foreseeable that such a decision will have a material financial effect, distinguishable from its effect on the public generally, on any economic interest as defined in Government Code § 87103. However, as provided in Government Code § 87101, no such person shall be prevented from making, or participating in the making of, any decision to the extent their participation is legally required for the decisions to be made.

Section 8. VIOLATIONS. Designated persons violating any provision of this section are subject to the administrative, criminal and civil sanctions provided in the Political Reform Act, Government Code § 81000 – 91014. In addition, a decision in relation to which a violation of the disqualification provisions of this section or of Government Code § 87100 or § 87450, has occurred may be set aside by the Superior Court as void pursuant to Government Code § 91003.b

Section 9. EFFECTIVE DATE. In accordance with Government Code § 87303, this Code shall become effective on the day it is approved by the Ventura County Board of Supervisors and upon its effective date. Agency Resolution No. 2016-01 is hereby rescinded and superseded by this Resolution.

Section 10. The Secretary of the Government Board is directed to forward a certified copy of this Resolution to the Ventura County Board of Supervisors.

Passed and Adopted this 11th day of September, 2019.



Rorie Skei, Chairperson  
Conejo Open Space Conservation Agency

ATTEST:

  
Jim Friedl, Co-CAO and Secretary  
Conejo Open Space Conservation Agency

APPROVED AS TO FORM:

  
Felicia Liberman, Assistant City Attorney  
Conejo Open Space Conservation Agency



## EXHIBIT A

### DESIGNATED COSCA OFFICERS, OFFICIALS AND EMPLOYEES

Position Title	Disclosure Category
Boardmember	1
Secretary	1
Chief Administrative Officer	1
Assistant Chief Administrative Officer	1
Attorney	1
Assistant Attorney	1
Treasurer	1
COSCA Administrator	1
CDD Analyst	2

## **EXHIBIT B**

Disclosure categories pertain to investments, real property, business positions and sources of income including loans, gifts, and travel payments from any sources located in or doing business within the jurisdiction of the Conejo Open Space Conservation Agency (COSCA).

### **GENERAL PROVISIONS**

#### **Category 1**

A designated Official, Officer, or employee in this category must report all investments, business positions, interest in real property, and income including gifts, loans, and travel payments from any source, in, or doing business in, the jurisdiction of COSCA pursuant to Government Code § 87200 et seq.

#### **Category 2**

A. A designated employee in this category must report all investments and business positions in business entities and income including gifts, loans, and travel payments from any sources in, or doing business in, the jurisdiction of COSCA which:

1. Are of the types, which engage in the appraisal, acquisition, disposal, development of real property, or rehabilitation or construction of improvements on real property including architects, contractors and subcontractors.
2. Are of the types which provide services, supplies, materials, machinery, or equipment of any type utilized by COSCA.

B. A designated employee in this category must report interests in real property located within the jurisdiction of COSCA.