

## 2018 Local Agency Biennial Notice

County of Ventura

Name of Agency: Montalvo Community Services District

**OCT 23 2018**

Mailing Address: P.O. Box 5719, Ventura, Ca. 93005

Clerk of the Board

Contact Person: Lauren Dolk Phone No. 805-642-2618

Email: laurenmcsp@gmail.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.)

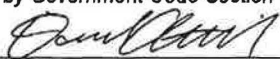
- ☐ Include new positions
- ☐ Revise disclosure categories
- ☐ Revise the titles of existing positions
- ☐ Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- ☐ Other (describe) \_\_\_\_\_

☐ **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.)

### 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

10-22-18

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.**

OCT 22 2018

**RESOLUTION NO. 2018-4**

Clerk of the Board

**~~RESOLUTION OF THE MONTALVO COMMUNITY SERVICES DISTRICT~~  
BOARD OF DIRECTORS ADOPTING AND APPROVING THE 2016 CONFLICT  
OF INTEREST CODE AS PREVIOUSLY AMENDED**

**WHEREAS**, the Political Reform Act, Government Code Section 8100, *et seq.*, requires local government agencies to adopt and promulgate conflict of interest codes; and

**WHEREAS**, the Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regulations Section 18730) which contains the terms of a standard Conflict of Interest Code, which may be amended from time to time by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings; and

**WHEREAS**, pursuant to Government Code Section 87306.5, all Conflict of Interest Codes must be reviewed and amended as needed by local agencies every even numbered year; and

**WHEREAS**, general counsel has reviewed the District's Conflict of Interest Code Ordinance No. 21 as previously amended and finds it in substantial compliance with applicable law; and

**THEREFORE, BE IT RESOLVED**, 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 Montalvo Community Services District, and along with Ordinance No. 21 and its attached Exhibit A, which designates positions requiring disclosure and its Exhibit B, which sets forth disclosure categories for each designated position, all constitute the Conflict of Interest Code of the Montalvo Community Services District, a copy of which is attached hereto as Exhibit A and incorporated into this Resolution; and

**BE IT FURTHER RESOLVED**, that pursuant to the applicable laws stated herein and Ordinance No. 21, persons holding positions designated in Exhibit A shall file

Form 700 Statement of Economic Interests with the filing officer specified for that position in Exhibit A.

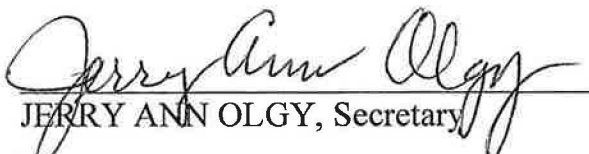
**APPROVED AND ADOPTED** this 18th day of July 2018.

MONTALVO COMMUNITY SERVICES  
DISTRICT

  
\_\_\_\_\_  
DAVID ATKIN, President

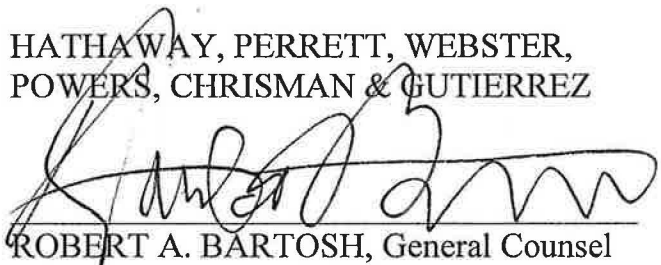
**ATTEST:**

MONTALVO COMMUNITY SERVICES  
DISTRICT

  
\_\_\_\_\_  
JERRY ANN OLGY, Secretary

**APPROVED AS TO FORM:**

HATHAWAY, PERRETT, WEBSTER,  
POWERS, CHRISMAN & GUTIERREZ

  
\_\_\_\_\_  
ROBERT A. BARTOSH, General Counsel

**EXHIBIT A – DESIGNATED POSITIONS AND FILING OFFICERS**

# of POSITIONS	POSITION TITLE	DISCLOSURE CATEGORIES (From Exhibit B)	FILING OFFICER (Designate County Clerk of Board [COB] or Local Agency's Clerk [AC])
5	Board of Directors	1,2,3,4,5,6,7	COB
1	General manager	1,2,3,4,5,6	COB
1	Legal Counsel	1,2,3,4,5,6	AC
Consultants <sup>1</sup>	Consulting Engineer	1,2,3,4,5,6	AC
1	Accountant	1,2,3,4,5,6	AC

<sup>1</sup> 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**

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.