VENTURA
SUPERIOR COURT
FILED
DEC 01 2025
K. BIEKER
Executive Officer and Clerk
BY: Victoria L. Berke Deputy

SUPERIOR COURT OF THE STATE OF CALIFORNIA

FOR THE COUNTY OF VENTURA

ADMINISTRATIVE ORDER RE: POLICY ORDER AUTHORIZING DELEGATION OF DUTIES	**ADMINISTRATIVE ORDER NO. 25.10**

I, the Honorable Matthew P. Guasco, Presiding Judge of the Superior Court of California, County of Ventura, hereby rescind, vacate and terminate Amended Administrative Order 25.01 filed on March 25, 2025, and I hereby enter this new and different Administrative Order in its place and stead.

As current Presiding Judge for the Superior Court of California, County of Ventura, I, Matthew P. Guasco, do hereby delegate the duties of approving procurements, contracts, expenditures, the allocation of funds, and staffing authorizations, consistent with the Court's established budget to Kathryn (Kate) Bieker, the Court Executive Officer, as provided by California Rules of Court (CRC) Title Ten, Division IV, Chapter 1, Rule 10.603(c)(6)(C) and the Trial Court Financial Policies and Procedures Manual, Policy Number AOC FIN 4.03 Position Management. The Court Executive Officer may approve transactions without limit, however transactions in excess of $125,000 will be reported and reviewed with the Presiding Judge.

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This delegation of duties will cease by one of these actions: retraction of the delegation, replacement of the Presiding Judge, or replacement of the Court Executive Officer.

IT IS SO ORDERED.

DATED: December 1, 2025

Matthew P. Guasco
Presiding Judge
Superior Court of California,
County of Ventura

DATED: December 1, 2025

KATHRYN (KATE) BIEKER
Court Executive Officer
Superior Court of California
County of Ventura