



VENTURA COUNCIL OF GOVERNMENTS

AGENDA

Thursday, May 9, 2019 - 5:00 p.m.
City of Camarillo, Council Chambers
601 Carmen Drive, Camarillo, CA 93010

AGENDA REPORTS AND OTHER DISCLOSABLE PUBLIC RECORDS RELATED TO OPEN SESSION AGENDA ITEMS ARE AVAILABLE ON THE VCOG WEBSITE UNDER AGENDA AND MINUTES AT WWW.VENTURACOG.ORG AND AT THE PRINCIPAL VCOG BUSINESS OFFICE LOCATED AT 33 EAST HIGH STREET, SUITE 200, MOORPARK, CALIFORNIA BY APPOINTMENT DURING REGULAR BUSINESS HOURS, MONDAY THROUGH FRIDAY, 9:00 A.M. TO 4:00 P.M. Call 805 217-9448.

1. CALL TO ORDER AND FLAG SALUTE

2. ROLL CALL

3. PUBLIC COMMENT

At this time, members of the public may comment on any item not appearing on the agenda upon completion of a speaker card. Individual Board Members may briefly respond to Public Comments or ask questions for clarification.

4. EXECUTIVE DIRECTOR'S REPORT – Oral Report (Handout)

5. AGENCY REPORTS – Oral Reports If Representatives Attend

- A. Southern California Association of Governments Alan Wapner, SCAG President (City of Ontario)
- B. Ventura County Transportation Commission
- C. League of California Cities.
- D. Other- Rudy Gonzalez- SCE

6. CONSENT CALENDAR

- A. Summary of March 14, 2019 Meeting p. 3 – Approve the Meeting Summary for the March 14, 2019 Council Meeting as published.
Action: Approve Staff recommendation
- B. Financial Report p. 7 - Approve Ventura Council of Governments (VCOG) Financial report for the Budget Period February 28, 2019 to April 30, 2019
Action: Approve Staff recommendation
- C. Register of Warrants & Debit Card Transactions p. 19 - Approve the Register of Warrants for expenditures and Debit Card Transactions incurred from February 28, 2019 to April 30, 2019
Action: Approve Staff recommendation

MEMBERS

City of Camarillo

Kevin Kildee, Member
Susan Santangelo, *Alternate*

City of Fillmore

Diane McCall, Member
Tim Holmgren, *Alternate*

City of Moorpark

Janice Parvin, Member
Ken Simons, *Alternate*

City of Ojai

Ryan Blatz, Member
Randy Haney, *Alternate*

City of Oxnard

Tim Flynn, Member
Alternate, Not Yet Appointed

City of Port Hueneme

Sylvia Muñoz Schnopp, Member
Will Berg, *Alternate*

City of San Buenaventura

Lorrie Brown, Member
Matt LaVere, *Alternate*

City of Santa Paula

Jenny Crosswhite, Member
Rick Araiza, *Alternate*

City of Simi Valley

Keith Mashburn, Member
Dee Dee Cavanaugh, *Alternate*

City of Thousand Oaks

Al Adam, Member
Rob McCoy, *Alternate*

County of Ventura

Bob Huber, Member
John Zaragoza, *Alternate*

- D. **Fiscal Year 2018/2019 Budget Amendment p. 22** Review proposed amended Fiscal Year 2018/2019 Budget as recommended and adopt Resolution No. 2019-04 adopting the Amended 2018-2019 VCOG Budget. .
Action: Adopt VCOG Resolution 2019-04
- E. **Legislative Update p. 26** Review the Legislative Update Report and discuss as desired with staff including LOCC Staff. **Action:** Approve Staff recommendation
- F. **Proposal for VCOG Website Upgrades - p. 36-** Approve proposal from Celtis Ventures, Inc. for VCOG Website Upgrades for \$3,000. (Reference Item 6D- Budget Amendment)
Action: Approve Staff recommendation.
- G. **Facility Utilization Agreement- California Lutheran University- VCOG Annual Dinner Budget P. 39-** Authorize Executive Director to sign Facility Utilization Agreement with CLU for the VCOG Annual Dinner on June 20, 2019 subject to approval of final terms by the Executive Director and approve the overall event budget for an expenditure of up to \$7,000. **Action:** Approve Staff recommendation.
- H. **Fiscal Year 2017-2018 Audited Financial Statements p. 58** -Receive and file the Ventura Council of Governments' Audited Financial Statement for the fiscal year ended June 30, 2018. Report Sent By Separate Transmission & available on VCOG Website.

7. PRESENTATION ITEMS

- A. **VCOG Annual Budget for Fiscal Year 2019-2020- p. 60-** The VCOG Administrative Committee has reviewed the proposed VCOG Operating Budget for F.Y. 2019-2020 as recommended by staff and recommended approval by the Council. **Action:** Approve Administrative Committee recommendation and adopt VCOG Resolution No. 2019-05.
- B. **2019 State of Homelessness In Ventura County p. 65** - Receive and Discuss 2018 State of Homelessness in Ventura County Report County Continuum of Care Staff. **Action:** Approve Staff recommendation.
- C. **Wireless Siting Update- 5G Issues Report – p. 66** - Dr. Jonathan Kramer, senior partner at Telecom Law Firm, P.C. will provide an update on (a) the status and implementation of the FCC's small wireless facilities order; (b) the law suits filed by local governments to set aside those FCC rules; and (c) the impact of the California Supreme Court's recent ruling in T-Mobile vs. San Francisco.

8. BOARD MEMBER COMMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS

Any Board Member may propose items for placement on a future agenda. Members may discuss whether or not the item should be placed on the agenda and the description of the agenda item.

9. ADJOURNMENT – Next Meeting- Annual Dinner- June 20, 2019. Next Regular Meeting- July 11, 2019

Copies of staff reports or other written documentation relating to each item of business referred to on this agenda are on file with the Ventura Council of Governments Executive Director and are available for public inspection. If you have any questions regarding any agenda item, contact the Executive Director at (805) 217-9448.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Executive Director. Notification 48 hours before the meeting will allow VCOG to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35, 102-35. 104 ADA Title II).



MEETING SUMMARY

March 14, 2019

5:00 p.m.

City of Camarillo, Council Chambers
601 Carmen Drive, Camarillo, CA 93010

-
1. **CALL TO ORDER & FLAG SALUTE** – The meeting was called to Order at 5:00 PM by Chair Adam. The Flag Salute was led by Chair Adam.

2. **ROLL CALL**

Present:

Al Adam, City of Thousand Oaks
Janice Parvin, City of Moorpark
Kevin Kildee, City of Camarillo
Jenny Crosswhite, City of Santa Paula
Lorrie Brown, City of San Buenaventura
Ryan Blatz, City of Ojai
Will Berg, City of Port Hueneme
Diane McCall, City of Fillmore
Tim Flynn, City of Oxnard
Bob Huber, County of Ventura

Absent:; Keith Mashburn, City of Simi Valley; *(There was No Alternate for Mr. Mashburn).*

Guests:

Cpt. Jeff Chism, USN, Commander, Naval Base Ventura County
Amanda Fagen, Community Planning Liason Officer, Naval Base Ventura County
Dave Mullinax, Regional Affairs Manager, League of California Cities
Ma'Ayn Johnson, Housing and Land Use Planner, SCAG
Steve DeGeorge, Ventura County Transportation Commission
Melody Rafelson, Sr. District Representative, Supervisor Bob Huber
Paul Stamper, Deputy Executive Officer, Ventura County

3. **PUBLIC COMMENT – NONE**

4. **EXECUTIVE DIRECTOR'S COMMENTS** – Riley reported on the following:

- **Administrative Committee**-The Committee will meet on **Thursday, January 28 at 4:00 PM** to establish the March 14, 2019 VCOG Agenda and other matters referred by the Council.
- **Legislative Committee**- The Committee will meet on **Thursday, January 28 at 3:00 PM** to begin 2019 Legislative work and other matters referred by the Council. The Legislative Committee Meetings are open to all members. Please let staff know if you are planning to participate on this committee.

- **SCAG Sub-region Special Elections for District 45** – A special election scheduled to select a representative to District 45 has been cancelled. The only nomination from District 45 was Carmen Ramirez, City of Oxnard. Carmen's confirmation is included on the VCOG Consent Calendar later on this Agenda.
- **SCAG Annual Conference and General Assembly** – This year's event will be at the JW Marriott Desert Springs Resort & Spa, Palm Desert, CA on May 2- 3, 2019. The Staff contact is Linda Jones, jonesl@scag.ca.gov; Phone: (213) 236-1912
- **League of California Cities Board of Directors**- The League is now accepting applications from city officials interested in serving on the 2019-2020 League board in one of six at-large positions or as second vice president. If you are interested in serving in one of these positions or know city officials who might be interested, information about the positions and the application process is available on the League website at [Join the League board of directors](#).
- **League of California Cities Annual Conference Schedule** – This year's Annual Conferences for the League of Cities will be held in Long Beach on October 16 to 18, 2019. Plan early to attend.
- **VCOG Annual Dinner** – The Annual VCOG Dinner will be held on Thursday, June 20, 2019 at the Lunding Event Center on the Campus of the California Lutheran University in Thousand Oaks. The evening will kick-off with a tour of the LA Rams Training Facilities nerby 5:00 PM. A Save-the-Date Notice will be distributed shortly. Please plan to attend with your elected colleagues and appointed administrators.
- **VCOG Annual Audit 2017-2018** - The Annual audit for the Fiscal Year ending June 30, 2018 is under way. You have already received the SAS-114 Letter at the at the request of our auditors, Vavrinek, Trine, Day & Co., LLP, CPAs in connection with their audit of VCOG's Financial Statements for the fiscal year 2017-2018. The field work for the Audit will be conducted at the VCOG Business Office, 33 East Hugh Street, Suite 200 in Moorpark on Monday and Tuesday, March 25 and 26.
- **Staff Vacation** – I will be out of the State for a short vacation from Mach 17 to March 24. I will be out of cellphone range but will have limited e-mail. *(Not that I'll reply or anything)*

6. AGENCY REPORTS- Deferred to Item 7B.

7. CONSENT CALENDAR

- A. **Summary of January 10, 2018 Meeting** – Approve the Meeting Summary for the January 10, 2019 Council Meeting as published.
Action: Approve Staff recommendation
- B. **Financial Report** - Approve Ventura Council of Governments (VCOG) Financial report for the Budget Period January, 2019 to February 28, 2019. **Action:** Approve Staff recommendation

- C. **Register of Warrants & Debit Card Transactions** - Approve the Register of Warrants for expenditures and Debit Card Transactions incurred from January 1, 2019 to February 28, 2019.
Action: Approve Staff recommendation
- D. **Fiscal Year 2018/2019 Budget Amendment** Review proposed amended Fiscal Year 2018/2019 budget recommended the VCOG Board adopt Resolution No. 2019-03 adopting the Amended
Action: Adopt VCOG Resolution 2019-03
- E. **Legislative Program- 2019** Review of Program of Priorities for 2019 and refer to Legislative Committee for Recommendations.
Action: Approve Legislative Committee recommendation.
- F. **Legislative Update** Review the Legislative Update Report and discuss as desired with staff including LOCC Staff.
Action: Approve Staff recommendation
- G. **2019 VCOG Program of Priorities** Review of Program of Priorities for 2019 and refer to Administrative Committee for Recommendations.
Action: Approve Administrative Committee recommendation
- H. **Adoption of 2019 VCOG Investment Policy- VCOG Resolution 2019-02**- Adopt VCOG Resolution No. 2019-02 – 2019 VCOG Investment Policy. **Action:** Approve Staff recommendation
- I. **SCAG District Evaluation Process** - Approve the current Regional Council District Composition as approved by the Regional Council.
Action: Approve Staff recommendation
- J. **SCAG Regional Council District 45 Representative** - Confirm the election of Carmen Ramirez, City of Oxnard, as District 45 Representative to SCAG Regional Council.
Action: Approve Staff recommendation

Member Parvin moved the approval of the Consent Calendar with a second by Member Huber. The motion carried.

8. **PRESENTATION ITEMS**

- A. **Jeff Chism, Cpt., U.S. Navy, Commander of Naval Base Ventura County-** Cpt. Chism presented a brief report on projects and events at the naval base. Cpt. Chism explained the Mission of the base and its role in strengthening the "Lethality" of the U.S Navy's Forces and in the overall National Defense Strategy. He described the challenges facing the base including the lack of affordable housing and deteriorating Infrastructure. He emphasized the Navy's desire to cooperate with local governments concerning land use development and contract services to utilize local contractors and city-provided services.
- B. **Affordable Housing Production- The Facts and the Future** – Dave Mullinax, Regional Public Affairs Manager, League of California Cities, and Ma'Ayn Johnson, Housing and Land Use Planner, SCAG, presented a comprehensive report covering affordable housing production issues including legislation, litigation, and the RHNA Process.

Ms. Johnson explained the timing of the RHNA Process and the importance of collaborative planning. She also discussed the changes made in the process due to recent legislation and the possible increased role for COGS.

Mr. Mullinax presented information on several significant new laws and bill that are now pending and the impact they will have on Cities. He emphasized that Cities can no longer "Just Say now" in opposition to State mandated quotas but must have alternative solutions that address the local challenges facing the affordable housing unit production requirements including the lack of land, infrastructure and funding sources to support the private development of affordable projects.

9. BOARD MEMBER COMMENTS & REQUESTS FOR FUTURE AGENDA ITEMS – NONE

10. ADJOURNMENT - Meeting adjourned at 6:35 p.m. to May 9, 2019



**VENTURA COUNCIL
OF GOVERNMENTS**

MEMORANDUM

TO: Council Members and Alternates

FROM: Hugh R. Riley, Executive Director

SUBJECT: Financial Report

DATE: May 9, 2019

Recommendation:

Receive and file Financial Report for Period ending April 30, 2019.

Discussion:

This report transmits the Ventura Council of Governments (VCOG) Financial reports for the Budget Period from February 28, 2019 to April 30, 2019

Investments:

The objectives of VCOG's adopted Investment Policy are safety, liquidity, and yield, with the foremost objective being safety. Prudence, ethics, and delegation of authority are the Policy's applied standards of care. Below is a summary of VCOG's investments that comply with the VCOG Investment Policy:

Institution	Investment Type	Maturity Date	Interest-FY to Date	Rate*	Balance
Bank of America	Business Interest Maximizer 1346	N/A	\$ 15.11	0.03%	\$67,055.17

*Variable

The Budget vs. Actual Report shows the Safe Passages Grant Appropriation in the budget equaling \$8,000 which was actually appropriated in the prior year. This led to a misunderstanding when the budget for fiscal year end June, 2019 was created in July of 2018. Therefor the report shows unfavorable remaining amount of \$8,000 because the funds were actually received in the prior year. The expense category "Research Grant CLU", reflects the committed amount of \$8,000 and the actual amount paid on the grant of \$7,200.

ATTACHMENTS: Balance Sheet – As of April 30, 2019
Profit and Loss – July 1, 2017 to April 30, 2019
Budget vs. Actual - July 1, 2018 to June 30, 2019
Bank Statement/ Reconciliation Report- March 2019

Ventura Council of Governments

BALANCE SHEET

As of April 30, 2019

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
BofA - 5784	0.00
BofA - 5797	61,115.93
BofA MM - 1346	67,055.17
Wells Fargo	0.00
Wells Fargo - 3905	0.00
Wells Fargo - 4715	0.00
Total Bank Accounts	\$128,171.10
Accounts Receivable	
Accounts Receivable (A/R)	0.00
Total Accounts Receivable	\$0.00
Other Current Assets	
Undeposited Funds	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$128,171.10
TOTAL ASSETS	\$128,171.10
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	305.50
Total Accounts Payable	\$305.50
Other Current Liabilities	
Payroll Liabilities	-1.04
Total Other Current Liabilities	\$ -1.04
Total Current Liabilities	\$304.46
Total Liabilities	\$304.46
Equity	
Opening Balance Equity	111,292.08
Unrestricted Net Assets	-1,083.91
Net Income	17,658.47
Total Equity	\$127,866.64
TOTAL LIABILITIES AND EQUITY	\$128,171.10

Ventura Council of Governments

PROFIT AND LOSS

July 2018 - April 2019

	TOTAL
Income	
Annual Dinner Sponsorship	6,000.00
Annual Dinner Tickets	62.00
Dues Assessments	64,992.00
Other Types of Income	
Bank Interest	15.11
Total Other Types of Income	15.11
Total Income	\$71,069.11
GROSS PROFIT	\$71,069.11
Expenses	
Contract Services	
Accounting Fees	1,055.00
Executive Administration	36,250.00
Legal Fees	3,961.84
Research Grant - CLU	7,200.00
Total Contract Services	48,466.84
Miscellaneous Expense	116.91
Operations	
Printing and Copying	478.11
Supplies	88.30
Website	645.00
Total Operations	1,211.41
Other Types of Expenses	
Insurance - Liability, D and O	1,610.03
Total Other Types of Expenses	1,610.03
Travel and Meetings	
Annual Dinner	305.50
Conference and Meetings	1,621.53
Travel	78.42
Total Travel and Meetings	2,005.45
Total Expenses	\$53,410.64
NET OPERATING INCOME	\$17,658.47
NET INCOME	\$17,658.47

Ventura Council of Governments

BUDGET VS. ACTUALS: FY2018/2019 - FY19 P&L

July 2018 - June 2019

	TOTAL		
	ACTUAL	BUDGET	REMAINING
Income			
Annual Dinner Sponsorship	6,000.00	3,000.00	-3,000.00
Annual Dinner Tickets	62.00	500.00	438.00
Dues Assessments	64,992.00	64,992.00	0.00
Other Types of Income			
Bank Interest	15.11	8.00	-7.11
Total Other Types of Income	15.11	8.00	-7.11
Safe Passages Grant Appropriation		8,000.00	8,000.00
Total Income	\$71,069.11	\$76,500.00	\$5,430.89
GROSS PROFIT	\$71,069.11	\$76,500.00	\$5,430.89
Expenses			
Contract Services			
Accounting Fees	1,055.00	1,300.00	245.00
Audit		5,000.00	5,000.00
Executive Administration	40,862.50	45,000.00	4,137.50
Legal Fees	3,961.84	4,000.00	38.16
Research Grant - CLU	7,200.00	8,000.00	800.00
Total Contract Services	53,079.34	63,300.00	10,220.66
Miscellaneous Expense	116.91	200.00	83.09
Operations			
Printing and Copying	478.11	550.00	71.89
Supplies	88.30	400.00	311.70
Website	645.00	550.00	-95.00
Total Operations	1,211.41	1,500.00	288.59
Other Types of Expenses			
Insurance - Liability, D and O	1,610.03	1,600.00	-10.03
Total Other Types of Expenses	1,610.03	1,600.00	-10.03
Travel and Meetings			
Annual Dinner	305.50	7,500.00	7,194.50
Conference and Meetings	1,621.53	1,700.00	78.47
Travel	78.42	700.00	621.58
Total Travel and Meetings	2,005.45	9,900.00	7,894.55
Total Expenses	\$58,023.14	\$76,500.00	\$18,476.86
NET OPERATING INCOME	\$13,045.97	\$0.00	\$ -13,045.97
NET INCOME	\$13,045.97	\$0.00	\$ -13,045.97



P.O. Box 15284
Wilmington, DE 19850

VENTURA COUNCIL OF GOVERNMENTS
PO BOX 157
MOORPARK, CA 93020-0157

Bus Platinum Privileges

Customer service information

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Tampa, FL 33622-5118

Prepared: [Signature] Date 4/10/19
Approved: [Signature] Date 4/10/19

Your Business Advantage Checking Bus Platinum Privileges

for March 1, 2019 to March 31, 2019

VENTURA COUNCIL OF GOVERNMENTS

Account number: 3250 7636 5797

Account summary

Beginning balance on March 1, 2019	\$66,064.10
Deposits and other credits	3,000.00
Withdrawals and other debits	-0.00
Checks	-3,860.00
Service fees	-0.00
Ending balance on March 31, 2019	\$65,204.10

of deposits/credits: 1

of withdrawals/debits: 2

of items-previous cycle¹: 3

of days in cycle: 31

Average ledger balance: \$64,684.42

¹Includes checks paid, deposited items & other debits

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Deposits and other credits

Date	Description	Amount
03/11/19	Deposit	3,000.00
Total deposits and other credits		\$3,000.00

Checks

Date	Check #	Amount	Date	Check #	Amount
03/04/19	332	-3,750.00	03/25/19	333	-110.00
Total checks					-\$3,860.00
Total # of checks					2

Service fees

The Monthly Fee on your Business Advantage Checking account was waived for the statement period ending 02/28/19. A check mark below indicates the requirement(s) you have met to qualify for the Monthly Fee waiver on the account.

- ☐ \$2,500+ in new net purchases on a linked Business credit card
- ☒ \$15,000+ average monthly balance in primary checking account
- ☒ \$35,000+ combined average monthly balance in linked business accounts
- ☐ active use of Bank of America Merchant Services
- ☐ active use of Payroll Services
- ☐ enrolled in Business Advantage Relationship Rewards

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Daily ledger balances

Date	Balance (\$)	Date	Balance (\$)	Date	Balance (\$)
03/01	66,064.10	03/11	65,314.10	03/25	65,204.10
03/04	62,314.10				

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Check images

Account number: 3250 7636 5797

Check number: 332 | Amount: \$3,750.00

VENTURA COUNCIL OF GOVERNMENTS 88 E HIGH ST SUITE 500 MOORPARK, CA 93021-1114		Bank of America ACH NT 1010000000 0332 11 MAR 2019
Pay to the order of: High Flyer - Professional Management, LLC		03/02/2019
\$ 3,750.00		
Three thousand seven hundred fifty and 00/100		
High Flyer Professional Management, LLC P.O. Box 157 Moorestown, NJ 08057		
MICRO		
#000332# 41210003584 325076365797#		

Check number: 333 | Amount: \$110.00

VENTURA COUNCIL OF GOVERNMENTS 88 E HIGH ST SUITE 500 MOORPARK, CA 93021-1114		Bank of America ACH NT 1010000000 0333 11 MAR 2019
Pay to the order of: TLH Staffing Services		03/18/2019
\$ 110.00		
One hundred ten and 00/100		
TLH Staffing Services 943 Country Club Dr. Suite 115 San Jose, CA 95128		
MICRO		
#000333# 41210003584 325076365797#		

Ventura Council of Governments

BoFA - 5797, Period Ending 03/31/2019

RECONCILIATION REPORT

Reconciled on: 04/10/2019

Reconciled by: Hugh Riley

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance	66,064.10
Checks and payments cleared (2)	-3,860.00
Deposits and other credits cleared (1)	3,000.00
Statement ending balance	65,204.10
Uncleared transactions as of 03/31/2019	0.00
Register balance as of 03/31/2019	65,204.10
Cleared transactions after 03/31/2019	0.00
Uncleared transactions after 03/31/2019	-4,625.00
Register balance as of 04/10/2019	60,579.10

Details

Checks and payments cleared (2)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
03/02/2019	Bill Payment	332	Hugh Riley - Professional Ma...	-3,750.00
03/16/2019	Bill Payment	333	TLH Staffing Services	-110.00
Total				-3,860.00

Deposits and other credits cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
03/11/2019	Sales Receipt	1842	Southern California Associatio...	3,000.00
Total				3,000.00

Additional Information

Uncleared deposits and other credits as of 03/31/2019

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/05/2018	Check	310	Channel Counties Division LO...	0.00
Total				0.00

Uncleared checks and payments after 03/31/2019

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/03/2019	Bill Payment	334	Hugh Riley - Professional Ma...	-4,625.00
Total				-4,625.00

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Wilmington, DE 19850

Customer service information

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P.O. Box 25118
Tampa, FL 33622-5118

VENTURA COUNCIL OF GOVERNMENTS
PO BOX 157
MOORPARK, CA 93020-0157

Prepared: [Signature] Date 4/30/19
Approved: [Signature] Date 4/30/19

Your Business Advantage Savings Bus Platinum Privileges

for March 1, 2019 to March 31, 2019

Account number: 3250 6796 1346

VENTURA COUNCIL OF GOVERNMENTS

Account summary

Beginning balance on March 1, 2019	\$67,053.46
Deposits and other credits	1.71
Withdrawals and other debits	-0.00
Service fees	-0.00
Ending balance on March 31, 2019	\$67,055.17

of deposits/credits: 1

of withdrawals/debits: 0

of days in cycle: 31

Average ledger balance: \$67,053.51

Average collected balance: \$67,053.51

Annual Percentage Yield Earned this statement period: 0.03%.
Interest Paid Year To Date: \$4.96.

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Your savings account

VENTURA COUNCIL OF GOVERNMENTS | Account # 3250 6796 1346 | March 1, 2019 to March 31, 2019

Deposits and other credits

Date	Description	Amount
03/29/19	Interest Earned	1.71
Total deposits and other credits		\$1.71

Daily ledger balances

Date	Balance (\$)	Date	Balance(\$)
03/01	67,053.46	03/29	67,055.17

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ARH98YHQ | SSM-03-18-0013.B

Ventura Council of Governments

BoFA MM - 1346, Period Ending 03/31/2019

RECONCILIATION REPORT

Reconciled on: 04/30/2019

Reconciled by: Hugh Riley

Any changes made to transactions after this date aren't included in this report.

Summary

USD


Statement beginning balance	67,053.46
Interest earned	1.71
Checks and payments cleared (0)	0.00
Deposits and other credits cleared (0)	0.00
Statement ending balance	67,055.17

Register balance as of 03/31/2019	67,055.17
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**VENTURA COUNCIL
OF GOVERNMENTS**

MEMORANDUM

TO: Council Members and Alternates
FROM: Hugh Riley, Executive Director 
SUBJECT: Register of Warrants and Debt Card Transactions
DATE: May 9, 2019

Recommendation:

Approve the Register of Warrants for expenditures and Debit Card Transactions incurred from February 28, 2019 April 30, 2019

Discussion:

This report presents expenditures including bank debit card transactions incurred by the Ventura Council of Governments for the period February 28, 2019 to April 30, 2019. It is prepared in addition to the Financial Report so that the Council may be fully informed as to the expenditure of funds for services and other costs to the organization.

ATTACHMENTS: Warrant and Debit Card Registers

Register of Warrants
Ventura Council of Governments
May 9, 2019
Transactions from February 28, 2019 to April 30, 2019

<u>Check #</u>	<u>Date</u>	<u>Paid To</u>	<u>Inv. Date</u>	<u>Description</u>	<u>Amount Paid</u>
332	03/02/19	Hugh Riley, Pro. Management	02/28/19	Executive Administration-Jan	\$ 3,750.00
333	03/16/19	TLH Staffing Services	03/01/19	Accounting Services & 1099s	\$ 110.00
334	03/31/19	Hugh Riley, Pro. Management	04/03/19	Executive Administration-Mar	\$ 4,625.00
335	04/10/19	PostNet	04/01/19	Printing and Copying	\$ 63.17
336	04/17/19	Cal. Lutheran University	04/16/19	Safe Passages Project	\$ 2,400.00

Register of Debit Card Transactions Ventura Council of Governments

May 9, 2019

Transactions from February 28, 2019 to April 30, 2019

<u>Card #</u>	<u>Date</u>	<u>Paid To</u>	<u>Inv. Date</u>	<u>Description</u>	<u>Amount Paid</u>
8421	04/30/19	U.S. Postal Service	04/30/19	Postage- Dinner Invitations	\$ 17.90



MEMORANDUM

TO: Council Members and Alternates

FROM: Hugh Riley, Executive Director 

SUBJECT: Fiscal Year 2018/2019 Budget Amendment

DATE: May 9, 2019

Recommendation:

It is recommended the VCOG Board adopt Resolution No. 2019-04 adopting the Amended Fiscal Year 2018/2019 budget.

Discussion:

The adopted Fiscal Year 2018/2019 Budget includes \$3,000 for a SCAG Contribution to VCOG's Annual Dinner Event. Southern California Edison has contributed an additional \$3,000 as a co-sponsor for the Annual Dinner. Staff is also projecting that the net costs for the Annual Dinner will not exceed \$7,000. Therefore, the Annual Dinner Line Item has been reduced to \$7,000 and the income from ticket sales increased to \$1,000.

Staff presented a cost proposal for upgrading VCOG's website. The proposal from Celtis Ventures, Inc. included 1.) New webpage formatting- \$2,160; 2) Additional-Current Agenda Features- \$1,440; 3.) Additional Meeting Video Stream Library- \$1,440. The Committee agreed that the Formatting was necessary and the cost reasonable. The Current Agenda features were desired but the cost seemed excessive. The Committee also there were better options for video streaming than YouTube-Hosting including asking one of the member cities to host a link on their website video streaming system. Riley reported that due to the Annual Dinner Event Sponsorship be SCE, \$3,000 could be used for the website upgrades. The Website Line Item has therefore been increased to \$4,360.

There is a possibility that Executive Administrative Costs may exceed the \$45,000 limit included in the Executive Director's Independent Contractor Agreement and the current budget. Increased time has been spent on unexpected activity including the Dynamex Case and RHNA Activity. No further expense for Travel and Conference is anticipated. Therefore staff is recommending that the Executive Administrative Budget Line Item be increased by \$1,500 and the Conference and Meetings Line Item reduced by \$1,500 and that the Council authorizes a one-time increase to the not-to-exceed amount in the Independent Contractor Agreement from \$45,000 to \$46,500.

Budget line items for Bank Interest Earnings, Accounting Services and Insurance have also been adjusted to cover minor deficits.

Attachment A presents the proposed Amended Fiscal Year 2018/2019 VCOG Budget.

It is recommended the Board adopt Resolution No. 2019-04 adopting the Amended Fiscal Year 2018/2019 budget including the adjustment to the Executive Administrative Expense Limit .

ATTACHMENT: VCOG Resolution No. 2019-04

ATTACHMENT

VENTURA COUNCIL OF GOVERNMENTS RESOLUTION NO. 2019-04

A RESOLUTION OF THE GOVERNING BODY OF THE VENTURA COUNCIL OF GOVERNMENTS AMENDING THE FISCAL YEAR 2018/2019 BUDGET

BE IT RESOLVED by the Governing Body of the Ventura Council of Governments as follows:

SECTION 1: On May 10, 2018, the Governing Body adopted a budget for Fiscal Year 2018/2019 to fund VCOG operations for the fiscal year.

SECTION 2: Subsequent to adoption of the budget, and in consideration of additional income from corporate contributions for the Annual Dinner and the need to upgrade VCOG's Website, the Governing Body has determined that it is necessary to amend the adopted budget for VCOG's continued operations and payment of costs to upgrade VCOG's Website.

SECTION 3: The Governing Body agrees to adopt an amended budget for Fiscal Year 2018/2019 as detailed in Attachment A.

PASSED AND ADOPTED this 9th day of May 2019.

Al Adam, Chair

Attest:

Hugh Riley, Executive Director

ATTACHMENT A

VENTURA COUNCIL OF GOVERNMENTS
FISCAL YEAR 2018/2019
AMENDED BUDGET

<u>Budget Item</u>	Fiscal Year 2018/2019 <u>Amended Budget*</u>	Fiscal Year 2018/2019 <u>Amended Budget</u>
Income		
Annual Dinner Sponsorships	3,000 <i>Increase by \$3,000</i>	6,000
Annual Dinner Tickets	500 <i>Increase by \$ 500</i>	1,000
Dues Assessments	64,992	\$64,992
Other Types of Income		
Bank Interest	<u>8</u> <i>Increase by \$10</i>	<u>18</u>
Total-Other Types of Income		
Safe Passages Appropriation	<u>8,000</u>	<u>8,000</u>
Total Income	76,500 <i>Increase by \$3,010</i>	\$80,010
Expenses		
Contract Services		
Accounting Services	1,300 <i>Increase by \$100</i>	1,400
Audit	5,000	5,000
Executive Administration	45,000 <i>Increase by \$1,500</i>	46,500
Legal Fees	4,000	4,000
Research Grant-CLU	<u>8,000</u>	<u>8,000</u>
Total Contract Services	63,300 <i>Increase by \$100</i>	64,900
Miscellaneous Expense	200	200
Operations		
Printing and Copying	550	550
Supplies	400	400
Website	<u>550</u> <i>Increase by \$3,810</i>	<u>4,360</u>
Total Operations	1,500 <i>Increase by \$3,810</i>	5,310
Other Types of Expenses		
Insurance-Liability, D and O	<u>1,600</u> <i>Increase by \$100</i>	<u>1,700</u>
Total-Other Types of Expenses	1,600 <i>Increase by \$100</i>	1,700
Travel and Meetings		
Annual Dinner	7,500 <i>Decrease by \$500</i>	7,000
Conference and Meetings	1,700 <i>Decrease by \$1,500</i>	200
Travel	<u>700</u>	<u>700</u>
Total- Travel and Meetings	9,900 <i>Decrease by \$2,000</i>	7,900
Total Expenditures	76,500 <i>Increase by \$3,010</i>	80,010

***Budget as amended- March 14, 2019**



MEMORANDUM

TO: Council Members and Alternates

FROM: Hugh Riley, Executive Director 

SUBJECT: Legislative Update

DATE: May 9, 2109

Recommendation:

It is recommended that the Council review the report below and discuss as desired with staff including LOCC Staff.

Discussion:

Budget Trailer Bill: Allocates \$250 million for local housing planning and \$500 million in incentives to local governments. The League has shared numerous concerns with the Administration with the initial language. The bill language and proposal is under revision.

AB 10 – Chiu - Income taxes: credits low-income housing: farmworker housing

Summary: Would, under the law governing the taxation of insurers, the Personal Income Tax Law, and the Corporation Tax Law, for calendar years beginning in 2020, increase the aggregate housing credit dollar amount that may be allocated among low-income housing projects by an additional \$500,000,000, as specified, and would allocate to farmworker housing projects \$25,000,000 per year of that amount. The bill, under those laws, would modify the definition of applicable percentage relating to qualified low-income buildings to depend on whether the building is a new or existing building and federally subsidized, or a building that is, among other things, at least 15 years old, serving households of very low income or extremely low income, and will complete substantial rehabilitation, as specified.

Status: 1/17/2019-Referred to Coms. on H. & C.D. and REV. & TAX.

AB 11 – Chiu D. – Community Redevelopment Law

Summary: Current law dissolved redevelopment agencies as of February 1, 2012, and designates successor agencies to act as successor entities to the dissolved redevelopment agencies. This bill, the Community Redevelopment Law of 2019, would authorize a city or county, or two or more cities acting jointly, to propose the formation of an affordable housing and infrastructure agency by adoption of a resolution of intention that meets specified requirements, including that the resolution of intention include a pass-through provision and an override pass-through provision, as defined.

Status: 1/17/2019-Referred to Committees on Housing &Community Development and Local Government

AB 12 – Irwin D - Firearms: gun violence restraining orders

Summary: Current law prohibits a person subject to a gun restraining order from having in the person's custody or control, or owning, purchasing, possessing, or receiving, any firearms or ammunition while that order is in effect. Under current law, a gun violence restraining order and a renewal gun violence restraining order have a duration of one year, subject to earlier termination or renewal by the court. This bill would increase the duration of the gun violence restraining order and the renewal of the gun violence restraining order to 5 years, subject to earlier termination or renewal by the court.

Status: 2/15/2019-Referred to Com. on PUB. S. From committee chair, with author's amendments: Amend, and re-refer to Com. on PUB. S. Read second time and amended

AB 36 – Bloom D - Affordable housing: rental prices

Summary: Would state the findings and declarations of the Legislature that, among other things, affordable housing has reached a crisis stage that threatens the quality of life of millions of Californians as well as the state economic outlook. This bill also would express the Legislature's intent to enact legislation in order to stabilize rental prices and increase the availability of affordable rental housing.

Status: 12/4/2018-From printer. May be heard in committee January 3

AB 61 - Ting D - Gun violence restraining orders

Summary: Current law authorizes a court to issue an ex parte gun violence restraining order prohibiting the subject of the petition from having in his or her custody or control, owning, purchasing, possessing, or receiving, or attempting to purchase or receive, a firearm or ammunition when it is shown that there is a substantial likelihood that the subject of the petition poses a significant danger of harm to himself, herself, or another in the near future by having in his or her custody or control, owning, purchasing, possessing, or receiving a firearm, and that the order is necessary to prevent personal injury to himself, herself, or another, as specified. This bill would similarly authorize, an employer, a coworker, or an employee of a secondary or postsecondary school that the person has attended in the last 6 months to file a petition for an ex parte, one-year, or renewed gun violence restraining order.

Status: 1/17/2019-Failed on Com. on PUB. S., Reconsideration Granted

AB 68 – Ting D – Land use: accessory dwelling units

Summary: The Planning and Zoning Law authorizes a local agency to provide, by ordinance, for the creation of accessory dwelling units in single-family and multifamily residential zones and sets forth required ordinance standards, including, among others, maximum unit size, parking, and height standards. This bill would prohibit an ordinance from imposing requirements on minimum lot size, lot coverage, or floor area ratio, and would prohibit an ordinance from establishing size requirements for accessory dwelling units that do not permit at least an 800 square foot unit of at least 16 feet in height to be constructed.

Status: 1/17/2019-Referred to Coms. on H. & C.D. and L. GOV.

AB 164 – Cervantes D - Firearms: prohibited persons

Summary: Under current law, a person who purchases or receives a firearm, attempts to purchase or receive a firearm, or owns or possesses a firearm knowing that the person is prohibited from doing so by a temporary restraining order, an injunction, or a protective order, as specified, is guilty of a crime. This bill would expand the scope of this crime to a person who is prohibited from purchasing or possessing a firearm in any jurisdiction by a

valid temporary restraining order, injunction, or protective order issued in another jurisdiction.

Status: Com. on PUB. S. hearing postponed at author's request

AB 165 – Gabriel D - Peace officer training: gun violence restraining orders.

Summary: Would require the Commission on Peace Officer Standards and Training to develop and implement, on or before January 1, 2021, a course of training regarding gun violence restraining orders. The bill would require the course to be incorporated into the course or courses of basic training for law enforcement officers and dispatchers, on or before January 1, 2021, and would require the course or courses to include specified topics, including the process of filing a petition for gun violence restraining orders and situational training to assist officers in identifying when a gun violence restraining order is appropriate.

Status: 1/24/2019-Passed Com. on PUB. S. Referred to Committee on Appropriations

AB 231 – Mathis D - California Environmental Quality Act: exemption: recycled water

Summary: Would exempt from CEQA a project to construct or expand a recycled water pipeline for the purpose of mitigating drought conditions for which a state of emergency was proclaimed by the Governor if the project meets specified criteria. Because a lead agency would be required to determine if a project qualifies for this exemption, this bill would impose a state-mandated local program. The bill would also exempt from CEQA the development and approval of building standards by state agencies for recycled water systems.

Status: 2/7/2019-Referred to Com. on NAT. RES.

AB 340 – Irwin D - Firearms: armed prohibited persons.

Summary: Would authorize a county to establish and implement a Disarming Prohibited Persons Taskforce (DPPT) team program, consisting of officers and agents from specified law enforcement agencies, for the purpose of, among other things, identifying, monitoring, arresting, and assisting in the prosecution of individuals who are armed and prohibited from possessing a firearm. The bill would additionally require the Department of Justice, upon appropriation by the Legislature, to award grants to DPPT teams that apply for the purpose of investigating, locating, apprehending, and prosecuting individuals who are in possession of a firearm, despite their prohibited status, in the DPPT team's jurisdiction.

Status: 2/11/2019-Referred to Com. on PUB. S

AB 725 – Wicks D - General plans: housing element: above moderate-income housing –

Summary: The Planning and Zoning Law requires a city or county to adopt a general plan for its jurisdiction that contains certain mandatory elements, including a housing element. That law requires that the housing element include, among other things, an inventory of land suitable for residential development, to be used to identify sites that can be developed for housing within the planning period and that are sufficient to provide for the jurisdiction's share of the regional housing need determined pursuant to specified law. This bill would prohibit more than 20% of a jurisdiction's share of regional housing need for above moderate-income housing from being allocated to sites with zoning restricted to single-family development. By imposing additional requirements on the manner in which a city or county may satisfy its regional housing need, this bill would impose a state-mandated local program. (Based on text date 2/19/2019)

Status: 2/28/2019 Referred to Coms. on H. & C.D. and L. GOV.

AB 1279 – Bloom D - Planning and zoning: housing development: high-resource areas

Summary: The Planning and Zoning Law requires each county and city to adopt a comprehensive, long-term general plan for its physical development, and the development of certain lands outside its boundaries, that includes, among other mandatory elements, a housing element. That law allows a development proponent to submit an application for a development that is subject to a specified streamlined, ministerial approval process not subject to a conditional use permit if the development satisfies certain objective planning standards, including that the development is (1) located in a locality determined by the Department of Housing and Community Development to have not met its share of the regional housing needs for the reporting period, and (2) subject to a requirement mandating a minimum percentage of below-market rate housing, as provided. This bill would require the department to designate areas in this state as high-resource areas, as provided, by January 1, 2021, and every 5 years thereafter. The bill would authorize a city or county to appeal the designation of an area within its jurisdiction as a high-resource area during that 5-year period. In any area designated as a high-resource area, the bill would require that a housing development project be a use by right, upon the request of a developer, in any high-resource area designated pursuant be a use by right in certain parts of the high-resource area if those projects meet specified requirements, including specified affordability requirements. For certain development projects where the initial sales price or initial rent exceeds the affordable housing cost or affordable rent to households with incomes equal to or less than 100% of the area median income, the bill would require the applicant agree to pay a fee equal to 10% of the difference between the actual initial sales price or initial rent and the sales price or rent that would be affordable, as provided. The bill would require the city or county to deposit the fee into a separate fund reserved for the construction or preservation of housing with an affordable housing cost or affordable rent to households with a household income less than 50% of the area median income. **Status:** 3/11/2019 Referred to Committee. on H. & C.D. and Natural Resources.

AB 1568 – McCarty D - General plans: Housing Element: Production report: withholding of transportation funds

Summary: The Planning and Zoning Law requires a city or county to adopt a general plan for land use development within its boundaries that includes, among other things, a housing element. The Planning and Zoning Law requires a planning agency, after a legislative body has adopted all or part of a general plan, to provide an annual report to the legislative body, the Office of Planning and Research, and the Department of Housing and Community Development on the status of the general plan and progress in meeting the community's share of regional housing needs. Existing law requires a planning agency to include in its annual report specified information, known as a production report, regarding units of net new housing, including rental housing and for-sale housing that have been issued a completed entitlement, building permit, or certificate of occupancy. This bill would require the department, on or before June 30, 2022, and on or before June 30 every year thereafter and until June 30, 2051, to review each production report submitted by a city or county in accordance with the provisions described above to determine if that city or county has met the applicable minimum housing production goal for that reporting period. The bill would provide that, if the department determines that a city or county has met its applicable minimum housing production-goal for that reporting period, the department shall, no later than June 30 of that year, submit a certification of that result to the Controller. **Status:** 3/14/2019 Referred to Coms. on H. & C.D. and TRANS

ACA 1 – Aguiar-Curry D - Local government financing: affordable housing and public infrastructure: voter approval.

Summary: The California Constitution prohibits the ad valorem tax rate on real property from exceeding 1% of the full cash value of the property, subject to certain exceptions. This measure would create an additional exception to the 1% limit that would authorize a city, county, or city and county to levy an ad valorem tax to service bonded indebtedness incurred to fund the construction, reconstruction, rehabilitation, or replacement of public infrastructure or affordable housing, if the proposition proposing that tax is approved by 55% of the voters of the city, county, or city and county, as applicable, and the proposition includes specified accountability requirements.

Status: 12/4/2018-From printer. May be heard in committee January 3.

SB 4 – McGuire D - Housing

Summary: Under current law, various agencies administer programs to preserve and expand safe and affordable housing opportunities and promote sound community growth. This bill would state the intent of the Legislature to enact legislation that would limit restrictive local land use policies and legislation that would encourage increased housing development near transit and job centers, in a manner that ensures that every jurisdiction contributes its fair share to a housing solution, while acknowledging relevant differences among communities. **Status:** 1/16/2019-Referred to Com. on Rules.

SB 5 – Beall D - Local-State Sustainable Investment Incentive Program

Summary: Would establish in state government the Local-State Sustainable Investment Incentive Program, which would be administered by the Sustainable Investment Incentive Committee. The bill would authorize a city, county, city and county, joint powers agency, enhanced infrastructure financing district, affordable housing authority, community revitalization and investment authority or transit village development district to apply to the Sustainable Investment Incentive Committee to participate in the program and would authorize the committee to approve or deny applications for projects meeting specific criteria

Status: 1/24/2019-Referred to Committee on GOV. & Finance and Housing

SB 6 – Beall - Housing production

Summary: Under current law, various agencies administer programs to preserve and expand safe and affordable housing opportunities and promote sound community growth throughout the state. This bill would state the intent of the Legislature to enact legislation that would help encourage housing production throughout the state, including streamlining approval processes, identifying sufficient and adequate sites for housing construction, and penalizing local planning that restricts housing production

Status: 1/16/2019-Referred to Com. on Rules

SB 13 – Wieckowski D Accessory dwelling units.

Summary: Would express the intent of the Legislature to enact legislation that would reduce impact fees and other existing barriers for homeowners seeking to create accessory dwelling units for the purpose of creating additional residential housing within their neighborhoods. **Status:** 1/16/2019-Referred to Com. on Rules

SB 15 – Portantino D -Redevelopment.

Summary: The Community Redevelopment Law authorized the establishment of redevelopment agencies in communities to address the effects of blight, as defined. Current law dissolved redevelopment agencies as of February 1, 2012, and provides for

the designation of successor agencies, as defined, to wind down the affairs of the dissolved redevelopment agencies. This bill would state the intent of the Legislature to enact legislation relating to redevelopment.

Status: 1/16/2019-Referred to Com. on Rules

SB 45 – Allen D - Wildfire, Drought, and Flood Protection Bond Act of 2020.

Summary:

The California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access For All Act of 2018, approved by the voters as Proposition 68 at the June 5, 2018, statewide primary direct election, authorizes the issuance of bonds in an amount of \$4,000,000,000 pursuant to the State General Obligation Bond Law to finance a drought, water, parks, climate, coastal protection, and outdoor access for all program. This bill would enact the Wildfire, Drought, and Flood Protection Bond Act of 2020, which, if approved by the voters, would authorize the issuance of bonds in an amount of \$4,300,000,000 pursuant to the State General Obligation Bond Law to finance projects to restore fire damaged areas, reduce wildfire risk, create healthy forest and watersheds, reduce climate impacts on urban areas and vulnerable populations, protect water supply and water quality, protect rivers, lakes, and streams, reduce flood risk, protect fish and wildlife from climate impacts, improve climate resilience of agricultural lands, and protect coastal lands and resources. This bill contains other related provisions.

Status: Re-referred to Com. on N.R. & W. Hearing March 26

SB 46 – Jackson D - State government: emergency servicesTelecommunications

Summary: Current law authorizes each county, including a city and county, to enter into an agreement to access the contact information of resident accountholders through the records of a public utility or other agency responsible for water service, waste and recycling services, or other property-related services for the sole purpose of enrolling county residents in a county-operated public emergency warning system. Current law requires any county that enters into such an agreement to include procedures to enable any resident to opt out of the warning system and a process to terminate the receiving agency's access to the resident's contact information. Current law prohibits the use of the information gathered for any purpose other than for emergency notification. This bill would expand these provisions to authorize a city to enter into an agreement to access the contact information of resident accountholders through the records of a public utility as specified.

Status: 3/5/2019 Set for hearing March 12. From committee with author's amendments. Read second time and amended. Re-referred to Com. on Government Organization

SB 50 – Wiener D - Planning and zoning: housing development: equitable communities incentive.

Summary: Would require a city, county, or city and county to grant upon request an equitable communities incentive when a development proponent seeks and agrees to construct a residential development, as defined, that satisfies specified criteria, including, among other things, that the residential development is either a job-rich housing project or a transit-rich housing project, as those terms are defined; the site does not contain, or has not contained, housing occupied by tenants or accommodations withdrawn from rent or lease in accordance with specified law within specified time periods; and the residential development complies with specified additional requirements under existing law.

Status: 1/24/2019-Referred to Coms. on HOUSING and GOV. & F.

SB 55 - Jackson D - Firearms: prohibited persons.

Summary: Current law, subject to exceptions, provides that any person who has been convicted of certain misdemeanors may not, within 10 years of the conviction, own, purchase, receive, possess, or have under their custody or control, any firearm. Under existing law, a violation of this prohibition is punishable by imprisonment in a county jail not exceeding one year or in the state prison, by a fine not exceeding \$1,000, or by both that imprisonment and fine. Existing law makes it a misdemeanor or a felony for a person who is prohibited from owning or possessing a firearm pursuant to these provisions to own, possess, or have under their custody or control, any ammunition or reloaded ammunition. This bill would add to the list of misdemeanors, the conviction for which is subject to those prohibitions, misdemeanor offenses of violating the 10-year prohibition on possessing a firearm specified above.

Status: 2/12/2019-From committee with author's amendments. Read second time and amended. Re-referred to Com. on PUB. S.

SB 130 – Galgiana D - Wildfires: siren warning system.

Summary: Current law requires the Department of Forestry and Fire Protection to implement and administer various programs designed to improve forests and grasslands and prevent and suppress fires in state responsibility areas, as defined. This bill would provide that it is the intent of the Legislature to enact legislation that would authorize the installation of a siren warning system for wildfires in populated areas and communities in state responsibility areas.

Status: 1/24/2019-Referred to Com. on Rules

SB 133 - Galgiana D - Wildfires: detection

Summary: Current law establishes various programs for the prevention, detection, and mitigation of wildfires. This bill would state the intent of the Legislature to enact legislation to create and fund a program for installing remote infrared cameras that can help in detecting wildfires.

Status: 1/24/2019-Referred to Com. on Rules

SB 330 Skinner - Housing Crisis Act of 2019

Summary: (1)The Planning and Zoning Law, among other things, requires the legislative body of each county and city to adopt a comprehensive, long-term general plan for the physical development of the county or city and of any land outside its boundaries that relates to its planning. That law authorizes the legislative body, if it deems it to be in the public interest, to amend all or part of an adopted general plan, as provided. That law also authorizes the legislative body of any county or city, pursuant to specified procedures, to adopt ordinances that, among other things, regulate the use of buildings, structures, and land as between industry, business, residences, open space, and other purposes. This bill, until January 1, 2030, with respect to land where housing is an allowable use, would prohibit the legislative body of a county or city, defined to include the electorate exercising its local initiative or referendum power, in which specified conditions exist, from enacting an amendment to a general plan or adopting or amending any zoning ordinance that would have the effect of (A) changing the zoning classification of a parcel or parcels of property to a less intensive use or reducing the intensity of land use within an existing zoning district below what was allowed under the general plan land use designation and zoning ordinances of the county or city as in effect on January 1, 2018; (B) imposing a moratorium on housing development within all or a portion of the jurisdiction of the county or city, except as provided; (C) imposing design standards that are more costly than those

in effect on January 1, 2019; or (D) establishing a maximum number of conditional use or other discretionary permits that the county or city will issue for the development of housing within all or a portion of the county or city, or otherwise imposing a cap on the number of housing units within or the population of the county or city. The bill would, notwithstanding these prohibitions, allow a city or county to prohibit the commercial use of land zoned for residential use consistent with the authority of the city or county conferred by other law. The bill would state that these prohibitions would apply to any zoning ordinance adopted or amended on or after January 1, 2018, and that any zoning ordinance adopted, or amendment to an existing ordinance or to an adopted general plan, on or after that date that does not comply would be deemed void. This bill contains other related provisions and other existing laws.

Status: 2/28/2019 Referred to Coms. on GOV. & F. and HOUSING.

SB 355 - Portantino D - Joint powers agencies: meetings

Summary: The Joint Exercise of Powers Act authorizes 2 or more public agencies, if each is authorized by their respective legislative bodies, to enter into an agreement to jointly exercise any power common to those 2 agencies. The Ralph M. Brown Act requires that meetings of the legislative body of a local agency, including a joint powers agency, be open and public, with specified exceptions authorizing closed sessions for specified purposes. Existing law authorizes a joint powers agency to include in its joint powers agreement provisions authorizing, among others, any designated alternate member of the legislative body of the joint powers agency is also a member of the legislative body of a member local agency, and who is attending in lieu of that agency's regularly appointed member, to attend closed sessions of the joint powers agency, as specified. This bill would eliminate the requirement that the designated alternate member of the legislative body of the joint powers agency also be a member of the legislative body of a member local agency. (Based on text date 2/19/2019)

Status: May be acted upon on or after March 22

SCA 1 – Allen D - Public housing projects.

Summary: The California Constitution prohibits the development, construction, or acquisition of a low-rent housing project, as defined, in any manner by any state public body until a majority of the qualified electors of the city, town, or county in which the development, construction, or acquisition of the low-rent housing project is proposed approve the project by voting in favor at an election, as specified. This measure would repeal these provisions.

Status: 12/4/2018-From printer. May be acted upon on or after January 3.

ATTACHED: Bill Summary Table- May 9, 2019

VENTURA COUNCIL OF GOVERNMENTS

Legislative Session – Bill Status Summary

May 9, 2019

Bill No.	Sponsor	Title and/or Description	LOCC	CSAC	VCOG	Bill Status (Committees)
AB 10	Chiu D	Tax credits - low-income housing: farmworker housing.	Support	Watch	Support	4/26/19 -Revised by co-authors Referred to Coms. On REV&TAX.*
AB 11	Chiu D	Community Redevelopment Law of 2019	Watch	Watch	Watch	4/25/2019 From HC&D: Do pass and re-refer to Com. on APPR. . Re-referred to Com. on APPR.
AB 12	Irwin D	Firearms- Gun Violence and Mental Health	Support Pending	Watch	Support	4/24/2019 Referred to Coms. on PUB. S. and APPR.
AB 36	Bloom D	Affordable housing: rental prices.	Watch	Watch	Watch	4/25/2019 Re-referred to Com. on RLS. pursuant to Assembly Rule 96. In Committee: Hearing canceled at the request of author.
AB 61	Ting D	Gun Violence-Restraining Orders	Watch	Watch	Watch	4/25/2019 Assembly Floor - Read second time. Ordered to third reading
AB 68	Ting D	Land Use Accessory Dwelling Units	Watch	Watch	Watch	4/24/2019 In APPR Committee: Set, first hearing. Referred to APPR. suspense file.
AB 164	Cervantes D	Firearms – Prohibited Persons	Watch	Watch	Watch	3/20/2019 In PUB.S. Comm: Set, first hearing. Referred to suspense file.
AB 165	Gabriel D	Peace officer training: GVROs	Watch	Watch	Watch	3/20/2019 In Appropriations committee: Set, first hearing. Referred to suspense file.
AB 231	Mathis R	Cal. Environmental Qlty Act- Recycled Water	Watch	Watch	Watch	3/25/2019 In Com. on NAT. RES.: Set, first hearing. Failed passage
AB 340	Irwin D	Firearms: Armed prohibited persons	Watch	Watch	Watch	4/3/2019 In APPR Committee: Set, first hearing. Referred to APPR. suspense file.
AB 725	Wicks D	General plans: housing element: above moderate-income housing	Watch	Watch	Watch	4/10/2019 In H. & C.D Committee: Set, second hearing. Hearing canceled at the request of author
AB 1279	Bloom D	Planning and zoning: housing development: high-resource areas	Watch	Watch	Watch	4/25/2019 Com. on L. GOV. Do pass and re-refer to Com. on APPR. (Ayes 5. Noes 2.) (April 24). Re-referred to Com. on APPR.
AB 1568	McCarty D	General plans: Housing Element: Production report: withholding of transportation funds	Oppose	Watch	Oppose	4/25/2019 From committee: Do pass and re-refer to Com. on APPR. (Ayes 6. Noes 1.) (April 24). Re-referred to Com. on APPR. *
AB 1788	Bloom D	Pesticides: use of anticoagulants	Watch	Watch	Watch	4/25/2019 Assembly Floor ; Read second time. Ordered to third reading.
ACA 1	Aguiar-Curry D	Local government financing: affordable housing and public infrastructure: voter approval.	Support	Watch	Support	4/24/2019 In APPR Committee: Set, first hearing. Referred to APPR. suspense file. *
SB 4	McGuire D	Housing-Limit Restrictive Local Land Use Pol.	Watch	Watch	Oppose	4/24/2019 Environmental Quality Comm. - April 24 set for first hearing canceled at the request of author.
SB 5	Beall D	Affordable Housing and Community Development Investment Program.	Support	Watch	Support	14/23/2019 - From committee with author's amendments. Read second time and amended. Re-referred to Com. on APPR. *
SB 6	Beall D	Hsng. Production-Streamlining Approval Process	Watch	Watch	Watch	4/23/2019 - From committee with author's amendments. Read second time and amended. Re-referred to Com. on APPR.

Bill No.	Sponsor	Title and/or Description	LOCC	CSAC	VCOG	Bill Status (Committees)
SB 13	Wieckowski D	Accessory dwelling units	Oppose Unless Amended	Watch	Oppose Unless Amended	4/23/2019-Read second time and amended. Re-referred to Com. on APPR.
SB 15	Portantino D	Redevelopment	Watch	Watch	Watch	4/24/2019 Read second time and amended. Re-referred to Com. on APPR.
SB 45	Allen D	Wildfire, Drought, and Flood Prot. Bond Act of 2020	Pending	Watch	Support	4/25/2019-From committee: Do pass and re-refer to Com. on APPR.
SB 46	Jackson D	State government: emergency services	Support	Watch	Support	4/24/2019 – E U & C: Do pass as amended, but first amend, and re-refer to the Committee on APPR.*
SB 50	Wiener D	Housing Development: Equitable Communities Incentive.	Oppose Unless Amended	Watch	Oppose Unless Amended	4/24/2019 - Do pass as amended, but first amend, and re-refer to the Committee on APPR.*
SB 55	Jackson D	Firearms- Prohibited Persons	Watch	Watch	Watch	4/22/2019- April 22 hearing: Placed on APPR. suspense file.
SB 130	Galgiani D	Fire prevention grants: cities in very high fire hazard severity zones: emergency fire siren warning system.	Watch	Watch	Watch	4/23/2019 - From committee: Do pass and re-refer to Com. on APPR. (Ayes 8. Noes 0.) (April 23). Re-referred to Com. on APPR.
SB 133	Galgiani D	Wildfires: Detection	Watch	Watch	Watch	1/24/2019-Referred to Com. on RLS.
SB 330	Skinner D	Housing Crisis Act of 2019	Oppose	Watch	Oppose	4/24/2019-Read second time and amended. Re-referred to Com. on APPR.
SB 355	Portantino D	Joint Powers Agency- Meetings	Watch	Watch	Watch	4/18/2019 Set for hearing May 1.Com. on GOV. & F.
SCA 1	Allen D	Public Housing Projects – Voter Approval	Watch	Watch	Watch	3/20/2019-Referred to Coms. on HOUSING, E. & C.A., and APPR..

*VCOG Letter Sent



MEMORANDUM

TO: Council Members and Alternates

FROM: Hugh R. Riley, Executive Director

SUBJECT: VCOG Website Upgrades

DATE: May 9, 2019

Recommendation:

Approve Proposal for VCOG Website Upgrades from Celtis Ventures, Inc. for \$3,000.

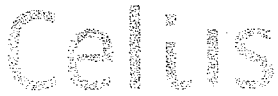
Discussion:

Staff obtained a proposal to make certain upgrades and improvements to VCOG's website from Celtis Ventures, Inc. Celtis is the company that provides these services to the Ventura County Transportation Commission and a number of other public agencies. The initial proposal was for \$ 5,040.

The VCOG Administrative Committee discussed the initial proposal from Celtis and suggested some changes and alternatives. A copy of the final proposal is attached along with the initial proposal. The Committee directed staff to contact member cities regarding the possibility that they could host VCOG Meeting Videos as part of their city-video programming.

Included on this Consent Calendar is a budget amendment that incorporates the \$3,000 contribution from Southern California Edison as a Co-sponsor for the VCOG Annual Dinner in June. The budget amendment incorporates the contribution and allows funds to be allocated for the website upgrades.

ATTACHMENT: Proposals for Website Upgrades-Celtis Ventures, Inc.



CELTIS VENTURES, INC.
310.374.7570
celtis.com

215 Avenue I
Suite 104
Redondo Beach, CA 90277

March 27, 2019

Celtis Ventures, Inc.
for
Ventura Council of Governments
Website Redesign Proposal
<http://www.venturacog.org/>

Please find the revised proposed budget to redesign the Ventura Council of Governments website, located at www.venturacog.org. Tasks will be listed next to their corresponding cost for the applicable scope of services.

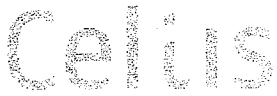
NEW WEBPAGE FORMATTING

\$3000.00

- Inventory and extract files and content for existing web pages
- Research HTML web templates for best presentation of existing website content
- Template formatting to adjust for existing content display in new web page layout; adjust existing content for new page layouts
- Create new content section for housing key item highlights on current month agenda as well as links to immediately view or download agenda PDF from home screen
- Create new link library page for meeting videos (to be hosted on affiliate page)
- Responsive styling for cross-browser compatibility and mobile device displays

\$3000.00*

* Additional feature requests will be charged at a rate of **\$90 per hour**



CELTIS VENTURES, INC.
310.374.7570
celtis.com

215 Avenue I
Suite 104
Redondo Beach, CA 90277

March 27, 2019

Celtis Ventures, Inc.
for
Ventura Council of Governments
Website Redesign Proposal
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NEW WEBPAGE FORMATTING

\$2160.00

- Inventory and extract files and content for existing web pages
- Research HTML web templates for best presentation of existing website content
- Template formatting to adjust for existing content display in new web page layout; adjust existing content for new page layouts
- Responsive styling for cross-browser compatibility and mobile device displays

ADDITIONAL - CURRENT AGENDA

\$1440.00

- Build out new HTML-formatted page specific for Current Agendas following ADA Compliance (WCAG) standards
- Link to page from home page section highlighting the applicable agenda (includes PDF download)

ADDITIONAL - MEETING VIDEO STREAM LIBRARY

\$1440.00

- Build out new HTML-formatted page to house all recorded media with the expectation that videos will be YouTube-hosted
- Responsive styling and lightbox feature for video playback on desktop and mobile devices

\$5040.00*


* Additional feature requests will be charged at a rate of \$90 per hour



**VENTURA COUNCIL
OF GOVERNMENTS**

MEMORANDUM

TO: Council Members and Alternates

FROM: Hugh R. Riley, Executive Director 

SUBJECT: Facility Utilization and Catering Agreement- California Lutheran University and VCOG Annual Dinner Budget

DATE: May 9, 2019

Recommendation:

Authorize Executive Director to sign Facility Utilization and Catering Agreements with California Lutheran University (CLU) for the VCOG Annual Dinner on June 20, 2019 subject to approval of the final terms by the Executive Director and approve the overall event budget for an expenditure not to exceed \$7,000.

Discussion:

Plans for the Annual VCOG Dinner have been completed. The event will be held at the Lundring Event Center on the CLU Campus in Thousand Oaks. The 6:00 PM reception and dinner will follow a guided tour of the Los Angeles Rams Practice Facilities beginning at 5:00 PM..

Staff has reviewed the Facility Utilization and Catering agreement which includes the menu choices as approved by the Administrative Committee. A beef filet and salmon filet dinner and a vegetarian plate were selected.

The plated dinner will be catered by Flavours By Sodexo at CLU and will be preceded by a reception with served hor d' oeuvres and a no-host, beer and wine bar. Bar tickets will be sold for \$5.00.

The entertainment will include live music by a CLU, Student-Jazz Combo and guest speakers including a welcome by CLU Provost Leanne Nielson; Bruce Warwick, LA Rams Director, Operations/Facilities; Thousand Oaks Police Chief Tim Hagel; and Dr. Molly George, Associate Professor, Criminology & Criminal Justice, CLU.

In addition to the \$3,000 Event Sponsorship by SCAG, Southern California Edison has agreed to contribute \$3,000 as a Co-sponsor. The Event Budget is presented with alternatives for attendance of 60, 80 or 100 guests.

ATTACHMENTS: VCOG 2019 Annual Dinner Budget
Facility Utilization Agreement- CLU

VCOG ANNUAL DINNER – JUNE 20, 2019

BUDGET

Expense

	Number 60	Persons 80	Attending 100
Lundring Events Center-CLU			
• Base facility fee	600	600	600
• Student Personnel @ \$18/Hr. Trash	60	60	60
• Housekeeping @ \$25/Hr.	120	120	120
• Technical Assistance Fee	75	75	75
• Additional Insurance Coverage Costs	<u>468</u>	<u>468</u>	<u>468</u>
SUBTOTATL- Facility	\$1,323	\$1,323	\$1,323
 RECEPTION- Bar & Food			
• Cheese & Antipasto Table	360	360	360
• Hors d' Oeuvres-Served	628	628	628
• Bar Set-up-Drink Tickets- \$5.00 each	75	75	75
• Tables-Table Clothes	40	40	40
• Sales Tax (7.25%)	<u>80</u>	<u>80</u>	<u>80</u>
SUBTOTAL- Reception	1,183	1,183	1,183
 SERVED MEAL– Beef Filet and Salmon Filets			
• \$36.00 / Guest**	2,169	2,880	3,600
• Attendant/Wait Staff	870	870	870
• Meal Service & Silverware @ \$5.50	330	440	550
• Coffee/Beverage China Service @\$2.50	150	200	250
• Linen- Table Clothes @ \$5 ea.	40	50	75
• Napkins @ \$1 ea.	60	80	100
• Sales Tax (7.25%)	<u>262</u>	<u>328</u>	<u>395</u>
SUBTOTAL SERVED MEAL	\$3,881	\$4,847	\$5,840
 Other Expenses			
• Jazz Combo	600	600	600
• Costumes	<u>100</u>	<u>100</u>	<u>100</u>
SUBTOTAL Other Expense	700	700	700
 TOTAL- Event Expense	\$7,087	\$8,053	\$9,046

Income & VCOG Budget

Spouses, Staff, Other Non-Elected (Est.)	<u>30</u>	<u>35</u>	<u>40*</u>
@ \$50.00/ person	\$ 1,500	\$ 1,750	\$ 2,000
VCOG Budget+	\$ 7,000	\$ 7,000	\$ 7,000
+Includes SCAG Sponsorship- \$3,000			
S.C. Edison Sponsorship - \$3,000			
TOTAL INCOME & Budget @ \$50.00/Ticket	\$ 8,500	\$ 8,750	\$ 9,000
TOTAL- Event Expense	<u>\$ 7,087</u>	<u>\$ 8,053</u>	<u>\$ 9,046***</u>
AMOUNT OVER/UNDER BUDGET	\$ 1,413	\$ 697	(\$ 46)

NOTES/ASSUMPTIONS:

*Based on past attendance experience, there would be a maximum of 60 complementary guests if all elected and appointed officials attend. The remainder would be charged \$50.

**The cost for Vegetarian Dinners is \$25 so there would be \$11 less expense per guest choosing vegetarian plate.

***The Catering Agreement includes the maximum attendance of 100. The actual final billing will be based on actual meals served.

CALIFORNIA LUTHERAN UNIVERSITY

FACILILTIES UTILIZATION AGREEMENT

California Lutheran University ("University") hereby agrees to provide use of Lundring Events Center on Thursday, June 20, 2019 from 5:00PM until 9:00PM to the VCOG (hereinafter referred to as "Tenant"). Whereas, California Lutheran University owns and operates the Lundring Events Center and Tenant desires to rent the same for the term of the lease, upon the following terms and conditions.

1. PURPOSE

1.1 Tenant is employing the University's facilities for a Dinner and no other use/event (hereinafter referred to as "activity") shall be permitted.

1.2 The purpose of this activity is: VCOG Annual Dinner.

2. FACILITIES

2.1 Classroom and Other Facilities

The University agrees to provide the use of the following facilities during the term of the tenancy:

- a. Lundring Events Center
- b. _____
- c. _____
- d. _____

2.2**University Materials and Personnel**

It is agreed that Tenant shall be charged for all materials and University personnel when they assist Tenant in maintenance, physical plan operations or security (overtime is after eight [8] hours and on Saturdays and Sundays). The fees are as follows:

Rental of Facilities: \$80.00 per day	\$ <u>600.00</u>
Tables - \$9.00 per day	\$ <u>N/A</u>
Chairs - \$1.25 each	\$ <u>N/A</u>
Maintenance Personnel - \$50 per hour	\$ <u>N/A</u>
Electrician /Engineer \$75 per hour	\$ <u>N/A</u>
Food	\$ <u>TBD</u>
Student Personnel - \$18 per hour trash pick-up	\$ <u>60.00</u>
Housekeeping - \$25 per hour	\$ <u>120.00</u>
Technical Assistance/ Sound Tech / Media Services/ Audio Visual Equipment (2 weeks' notice needed)	\$ <u>75.00</u>
Food Service ordered and billed separately by Sodexo (805) 493-3203 sodexocatering@callutheran.edu / www.callutheran.edu/event_services/catering/	

2.3**Payment of Deposits**

Tenant shall pay to the University by Friday, May 31st, 2019 the amount of \$855.00. The deposit is refundable if, by Friday, May 31st, 2019 Tenant provides University written notice that it will not operate any activity. In addition to the deposit, Tenant shall also make payment of one hundred percent (100 %) of the balance of the rents and related charges based on the number of registrants one (1) week prior to each activity.

2.4**Security Deposit**

Tenant is required to submit \$ N/A with this signed contract as a security deposit against any damage that may be done to the University's facilities by the activities of Tenant, participants in Tenant's activities and others, cleaning of University's facilities and removal of Tenant's belongings, at the end of the tenancy, repair of facilities excluding ordinary wear and tear.

3.**USE, TERM AND OCCUPANCY****3.1****Term**

Tenant shall use University's facilities on the following dates and times: Thursday, June 20th, 2019.

3.2

Use

The University's facilities shall be used by Tenant only for the purpose of conducting the activities along with pursuits usual and incidental thereto. Tenant shall be responsible for the supervision and conduct of all members. It is understood that Tenant shall pay for all stolen or damaged property caused to the University's facilities by participants in any given activity.

3.3

University Right

The University reserves the right to change building/field assignments for meeting spaces or recreational facilities according to its sole discretion.

4.

SPECIAL SERVICES

Upon the request of any authorized Tenant Representative, the University shall extend every reasonable cooperation to furnish Tenant with special services such as:

- a. Rentals of equipment from outside sources.
- b. Charges for supplies and equipment for the activity, invoiced to the University.
- c. University equipment and personnel required for special activities such as:
 1. Loading and unloading equipment.
 2. Long-distance phone calls.
 3. Special projects related to the event's operation.
 4. Secretarial service.
- d. All of the foregoing special services and any other services requested by Tenant to be performed and furnished by the University shall be paid for by Tenant at cost plus fifteen per cent (15%).

4.1

Health Care, Emergency Care/Emergency Response

Tenant agrees to assume the responsibility for providing health care and emergency care for all its members/volunteers/participants. Tenant further assumes all responsibility for making arrangements for emergency health care response. No health services are being provided by the University to the Tenant. Tenant further agrees to provide signed medical releases for all minor children participants.

5.

PAYMENT OF UNIVERSITY BILLINGS

All charges shall be paid in full, less the deposits made, upon presentation of the billing at the conclusion of each activity term. Miscellaneous charges for room damage, keys and additional services requested may not be available by the conclusion of each activity term, in which case a supplemental billing will be rendered. All payments must be made in full no later than thirty (30) days from the date of the invoice. After thirty (30) days, interest will be charged at fifteen per cent (15%) per annum compounded monthly.

6.

PRODUCTION AGREEMENT

Applicable to Tenants renting University facilities for movie/stage/commercial productions only.

- a. A Twenty-five Thousand Dollar (\$25,000) deposit is required which will be refundable minus any Facility charges and other charges. This deposit must be made on the date of the signing of this agreement.
- b. One (1) week is required between signing date and starting date.
- c. A map of the production area will be provided. Any encroachment beyond this area will be billed at One Hundred Dollars (\$100) per hour.
- d. California Lutheran University will provide a representative on site twenty-four (24) hours per day at the rate of Twenty Dollars (\$20) per hour. Any changes to this agreement, conflicts or problems related to this agreement shall be immediately reported to such representative. Such changes, conflicts or problems will be resolved by such representative with the approval of a designated California Lutheran University administrator.
- e. Tenant will provide uniformed security officers in a number approved in advance by the University during the week before the starting date as set out in paragraph "b" above.

7.

CAMPUS POLICIES

In adhering to Campus policies, no alcoholic beverages, illegal drugs or narcotics are permitted on Campus. Further, "No Smoking" in any CLU Facilities. Failure to comply with these policies may result in the cancellation of this and other applications for future events.

7.1

Rules/Disruptions/Activities

Tenant's staff, participants and invitees are expected to comply with all applicable laws, statutes, ordinances, rules and regulations of all governmental entities and all the University's regulations applicable to students, staff, visitors and all others, including, but not limited to: 1) The prohibition against consuming alcoholic beverages, or any other illicit drugs on campus; 2) Smoking is permitted only in outdoor areas; 3) Sidewalks, entrances, stairways, hallways or fire escapes should not be obstructed or used for any other purpose than those of ingress and egress to and from the facility rented; 4) No running is permitted in any building except the gym; 5) Minors must be supervised by the Tenant with the ratio of one (1) adult supervisor to every twenty (20) minors. In the residence halls one (1) adult is required to supervise every fifteen (15) minors; 6) Food must be consumed in designated eating areas and in residence hall lobbies only; 7) The University reserves the right to dismiss persons from campus who seriously disrupt the operation of the University, cause significant damage or are offensive to students, faculty, administrators or others.

7.2

7.3

Sponsorship

The University shall not be deemed to be a sponsor of any activities conducted by Tenant at the facility or elsewhere, and no literature or publicity shall indicate University or facility sponsorship. Use of the University or facility for the purpose of commercial exploitation is prohibited. All posters, banners, etc., will be subject to approval by Conferences and Events staff.

8.

INSURANCE, INDEMNITY AND MISCELLANEOUS

8.1

Insurance

Tenant shall provide a certificate of insurance from an insurance carrier licensed to do business in the State of California acceptable to University for:

- a. Workers' Compensation Insurance as required by State Law covering all their employees (including any University employees or students providing assistance to Tenant who are compensated by Provider).
- b. Comprehensive General Bodily Injury and Property Damage Liability Insurance with a combined single limit of not less than Three Million Dollars ~~(\$3,000,000)~~ (2,000,000) *HR* per occurrence including but not limited to, Personal Injury Liability, Broad Form Property Damage Liability, Blanket Contractual Liability and Products Liability, and a minimum of Five Million Dollars (\$5,000,000) annual aggregate limit per location. Coverage must include volunteers.
- c. Automobile Liability Insurance of not less than One Million Dollars (\$1,000,000) for each occupant for bodily injury and property damage claims.
- d. The certificate provided shall further provide that there is no applicable cross suit liability exclusion.
- e. The Comprehensive General Liability Insurance required above shall cover the Indemnity Agreement in paragraph 5.2 although the existence of insurance shall not be construed as limiting the liability of Tenant under this contract.
- f. Evidence of Umbrella Coverage will be provided if requested by University.
- g. Groups composed of minors must have Sexual Molestation coverage for not less than \$5,000.00 per occurrence.

The certificate for General Liability, Auto Liability and Excess/Umbrella Coverage should show University as an additional insured.

The certificate should require the insurer provide thirty (30) days prior written notification to University of reduction in coverage for any of the policies.

PLEASE NOTE: All such required proof of insurance must be provided to University at least seven (7) days before the start of any performance under the contract.

8.2

Indemnity

Tenant shall be responsible for the supervision and control of its agents, employees, guests, and contractors, and their activities on University premises. Tenant hereby assumes the entire responsibility and liability for any and all claims, suits, damages, losses or injuries of any kind or nature whatever, to all persons, including but not limited to Tenant's employees, invitees, guests and agents, and to all property, whenever it is claimed that such claim, suit, damage, loss or injury was caused by, resulted from, arose out of, or occurred in connection with this contract or other activities of Tenant, its agents, invitees, guests or employees, including any activities of any claimant. This Agreement expressly indemnifies University against all claims that it failed to discover or remedy dangerous conditions created by Tenant. Tenant hereby agrees to indemnify and save harmless University, its officers, agents, employees, servants and insurers from and against the claims and to defend any suit or arbitration related to or arising out of the claims and further to reimburse University for any and all judgments, settlements, losses, costs and expenses, including but not limited to attorneys' fees, costs of consultants, investigation and expert witnesses which University might incur related to the claims. The only exception to Tenant's duties under this paragraph will be to the extent that the particular claim is the result of the sole negligence of University except as set out above relating to failure to discover or remedy conditions created by Tenant. Any negligence of claimant or any other agent, servant or employee under the control of Tenant or invitee or guest shall be deemed negligence of Tenant. This provision shall survive termination of this Agreement.

8.3

Subrogation

Tenant and University each hereby release and relieve the other, and waive their entire right or recovery against the other for direct or consequential loss or damage arising out of or incident to the perils covered by the insurance carried by each party, whether due to the negligence of either party or their agents, employees, contractors and/or invitees. If necessary, all insurance policies required under this contract shall be endorsed to so provide.

8.4

Attorneys' Fees

If either party brings an action or arbitration to enforce the terms of this Agreement or declare rights thereunder, or in any other way incurs legal expenses, the prevailing party in any such action, trial, arbitration or appeal, shall be entitled to reasonable attorneys' fees to be paid by the losing party as fixed by the court in the same or a separate suit and whether or not such action is pursued to decision or judgment.

8.5

Modification

This Agreement shall only be modifiable in writing signed by both parties.

8.6

Assignment/Subletting

Tenant shall not assign, let or sublet all or any part of the University's facilities provided for their use, or assign this Agreement or any interest in it. Any assignment or subletting that violates this paragraph shall be void. University's knowledge or acceptance of benefits from anyone other than Tenant shall not be a waiver of this paragraph.

8.7

Entire Agreement

This Agreement contains the entire agreement of the parties. Any prior agreements, promises or negotiations not expressly set forth in this contract are of no force and effect.

8.8

Choice of Law and Venue

This Agreement shall be governed by and construed in accordance with the laws of the State of California. Any court action shall be filed in the courts of the County of Ventura and any arbitration shall be heard in the County of Ventura.

8.9

Arbitration

Any controversy arising out of this Agreement including but not limited to involving the construction or application of any of the terms, provisions, or conditions of this Agreement, shall on the written request of either party served, on the other, be submitted to arbitration, and the arbitration shall comply with and be governed by the provisions of the California Arbitration Act, Sections 1280 through 1294.2 of the California Code of Civil Procedure. The parties shall each appoint one (1) person to hear and determine the dispute and, if they are unable to agree, then the two (2) persons so chosen shall select a third (3rd) impartial arbitrator whose decision shall be final and conclusive upon both parties. The costs of arbitration shall be borne by the losing party.

9.

NOTICES

Any notices or demand permitted or required to be given by either party to this Agreement to the other party shall be deemed given if made in writing and either personally delivered or forwarded by certified or registered mail, addressed as follows:

University

TO: Vanessa Webster-Smith

PHONE 805-493-3195

Director of Campus Services

California Lutheran University

60 West Olsen Road #3300

Thousand Oaks, CA 91360-2700

EMAIL vwebster@callutheran.edu

Tenant

TO: Hugh Riley

VCOG

EMAIL ridgeriley@msn.com

Either party may change such address by written notice sent by certified or registered mail to the other.

CALIFORNIA LUTHERAN UNIVERSITY

Director of Campus Services

By: _____

Dated: _____

Provider:

Company Name: VCOG

Event Dates: Thursday, June 20th, 2019

By: _____

Dated: _____

Note: California Lutheran University is a latex free campus, this includes balloons, gloves or any product made with latex. Any vendor using these products will be told to cease immediately and leave the University property removing all products containing latex. Visitors may park on campus streets with a Visitor Parking Pass issued by the Welcome Center or they may park in a "G" lot or Visitor Parking spot without a permit.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/18/19

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Alliant Insurance Services, Inc. 1301 Dove Street, Suite 200 Newport Beach, CA 92660	CONTACT NAME:	
	PHONE (A/C, No, Ext):	FAX (A/C, No):
INSURED VENTURA COUNCIL OF GOVERNMENTS (VCOG) PO BOX 157 MOORPARK, CA 93020	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: GREAT AMERICAN E&S INSURANCE COMPANY	
	NAIC # 37532	
	INSURER B:	
	INSURER C:	
INSURER D:		
INSURER E:		
INSURER F:		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GL DED: \$1,000 GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X	X	2145100 01	09/29/18	09/29/19	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) N/A PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE N/A* PRODUCTS - COMP/OP AGG \$2,000,000 \$
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY AUTO DED: \$1,000 <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			2145100 01	09/29/18	09/29/19	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

*POLICY FORM DOES NOT CONTAIN A GENERAL LIABILITY AGGREGATE
AS RESPECTS USE OF PREMISES FOR A DINNER BEING HELD JUNE 20, 2019. SEVERABILITY OF INTERESTS: THE TERMS "PARTICIPATING NAMED INSURED" AND "INSURED" ARE USED SEVERALLY AND NOT COLLECTIVELY, BUT THE INCLUSION HEREIN OF MORE THAN ONE "PARTICIPATING NAMED INSURED" OR "INSURED" SHALL NOT OPERATE TO INCREASE THE LIMITS OF THE "COMPANY'S" LIABILITY. CALIFORNIA LUTHERAN UNIVERSITY SHALL BE NAMED AS ADDITIONAL INSURED. ADDITIONAL INSURED ENDORSEMENT ATTACHED. SUBJECT TO POLICY TERMS, CONDITIONS AND EXCLUSIONS.

CERTIFICATE HOLDER

CALIFORNIA LUTHERAN UNIVERSITY
CAMPUS SERVICES
60 WEST OLSEN ROAD, #3300
THOUSAND OAKS, CA 91360

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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AGENCY CUSTOMER ID: _____

LOC #: _____



ADDITIONAL REMARKS SCHEDULE

Page 2 of 3

AGENCY Alliant Insurance Services, Inc.		NAMED INSURED: SPECIAL LIABILITY INSURANCE PROGRAM (SLIP) MEMBER: VENTURA COUNCIL OF GOVERNMENTS (VCOG) PO BOX 157 MOORPARK, CA 93020
POLICY NUMBER 2145100 01		
CARRIER GREAT AMERICAN E&S INSURANCE COMPANY	NAIC CODE 37532	EFFECTIVE DATE: 09/29/18

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: ACORD 25 (2016/03) **FORM TITLE:** CERTIFICATE OF LIABILITY INSURANCE

Notice of cancellation will be delivered only to the participating named insured as stated in Item 1 of the Participation Endorsement.

The Company may cancel the coverage by mailing to the first Participating Named Insured at the address shown in the participation endorsement written notice stating when, not less than sixty (60) days thereafter, such cancellation shall be effective. Provided that the Participating Named Insured fails to discharge, when due, any of its obligations in connection with the payment of premium for the policy or any installment thereof, the coverage may be canceled by the Company by mailing to the Participating Named Insured at the address shown in the participation endorsement, written notice stating when, not less than ten (10) days thereafter, such cancellation shall be effective.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

Additional Insured - Designated Person or Organization

This endorsement modifies insurance provided under the following:

**SPECIAL LIABILITY POLICY FOR PUBLIC ENTITIES AND NON-PROFIT
CORPORATIONS**

Name of Person or Organization:

Any person or entity that the "Named Insured" has entered into a written agreement, prior to a loss, to provide defense, indemnity or additional insured protection.

The following is added to Section **V. PERSONS OR ENTITIES INSURED:**

Any person(s) or organization(s) listed in the Schedule above is an Additional Insured, but only as respects "Personal Injury" (including "Bodily Injury") and "Property Damage" arising, in whole or in part, out of the operations of the Named Insured. The inclusion of such Additional Insured shall not serve to increase the "Company's" Limit of Liability as specified in the participation endorsement of this Policy:

However, additional insured coverage provided by this insurance will not be broader than coverage required in the written agreement.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

SUBROGATION

This endorsement modifies insurance provided under the following:

**SPECIAL LIABILITY POLICY FOR PUBLIC ENTITIES AND NON-
PROFIT CORPORATIONS**

The following is added to Section **VIII. COMMON POLICY CONDITIONS**:

(D) Subrogation.

To the extent of any payment hereunder, the "Company" shall be subrogated to all of the "Insured's" rights of recovery, therefore; and the "Insured" shall do nothing after loss to prejudice such rights and shall do everything necessary to secure such rights. Any amount so recovered shall be apportioned as follows:

Any interest, including the "Insured's", having paid an amount in excess of any "Participating Named Insured's" Self- Insured Retention plus the Limit of Liability hereunder shall be reimbursed first to the extent of actual payment. The "Company" shall be reimbursed next to the extent of its actual payment hereunder. If any balance then remains unpaid, it shall be applied to reimburse the "Participating Named Insured". The expenses of all such recovery proceedings shall be apportioned in the ratio of the respective recoveries. If there is no recovery in proceedings conducted solely by the "Insured", it shall bear the expenses thereof. However, the "Company" will waive its right of subrogation against any person or organization for whom the "insured" is performing operations, but only if:

- 1) That person or organization requires in the written agreement with the "Participating Named Insured" that the "Participating Named Insured" waive its right of recovery against that person or organization; and
- 2) The written agreement is made prior to the date of the "Occurrence".

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Event Name: **Ventura County Government Dinner**



**Flavours by Sodexo at
California Lutheran
University**
60 West Olson Rd., Thousand Oaks, CA
91360
(805) 493-3205

ORDER #11298

Thursday, 6/20/2019
Ordered On: 4/25/2019

Confirmed

Customer Information

First Name: Hugh

Last Name: Riley

Department: Ventura Council of
Governments (VCOG)

Email: ridgeriley@msn.com

Phone: 8052179448

Click To View

Policies: HRR

Initial to

Accept:

Payment Information

**Payment
Type :** Account Number

Mail Code: 0000

**Account
Number:** 0000

Delivery / Pickup Information

Method: On Campus Delivery

**Type of
Table:** Rounds

**# of Eating
Tables:** Ventura Council of
Governments (VCOG)

**Event
Contact:** Hugh Riley

**Contact
Phone:** 8052179448

Serviceware: China

Building: Lunding

Floor: 1st

**Room #/
Room Name:** Lunding

Linen Color: Ivory

Event Information

Guest Count: 100

**Pick-up/
Delivery
Date:** Thursday, 6/20/2019

Set Up Time: ~~6:00 PM~~ 5:30

**Event Start
Time:** ~~6:30 PM~~ 6:00

**Event End
Time:** 10:00 PM

FOOD

Qty. Price Ext.

Beef Filet and Salmon Filets Plated

Medallion Pairing of Beef Tenderloin and Salmon atop Caramelized Onion Mashed Potatoes

- Chef's Choice Seasonal Vegetable
- New York Cheesecake (Served)
- Butter Lettuce Wedge Salad with Champagne Vinaigrette and Shaved Vegetables (Pre-Set)
- Warm Artisan Rolls and Butter
- Iced Tea And Iced Water Carafes on table
- Starbucks Coffee and Tazo Tea table Service

100 \$36.00 \$3,600.00

LABOR

Qty. Price Ext.

Attendant/Waitstaff

- Seven Hours
- Add \$174.00

5 \$174.00 \$870.00

SERVICE ITEMS

	Qty.	Price	Ext.
Full Meal Service and Silverware - per guest	100	\$5.50	\$550.00
Coffee or Beverage China Service - per guest	100	\$2.50	\$250.00
Add: All purpose Wine Glasses For Table			

SUPPLIES

	Qty.	Price	Ext.
Additional Tablecloths - each	15	\$5.00	\$75.00
Napkins - each	100	\$1.00	\$100.00

Order Summary				Order Totals	
Food	Labor	Service Items	Supplies	Sub Total	\$5,445.00
\$3,600.00	\$870.00	\$800.00	\$175.00	✓ Tax (7.25%)	\$394.76
				Order Total	\$5,839.76
				Balance Due	\$5,839.76

Special Instructions

Order #11298

Event Name:



**Flavours by Sodexo at
California Lutheran
University**
60 West Olson Rd., Thousand Oaks, CA
91360
(805) 493-3205

ORDER #11299
Thursday, 6/20/2019
Ordered On: 4/25/2019
 Confirmed

Customer Information

First Name: Hugh
Last Name: Riley
Department: Ventura Council of
Governments (VCOG)
Email: ridgeriley@msn.com
Phone: 8052179448

Click To View

Policies: HRR
Initial to
Accept:

Payment Information

Payment
Type : Account Number
Mail Code: 0000
Account
Number: 0000

Delivery / Pickup
Information

Method: On Campus Delivery
Type of
Table: Rounds
of Eating Ventura Council of
Tables: Governments (VCOG)
Event
Contact: Hugh Riley
Contact
Phone: 8052179448
Serviceware: Disposable
Building: Lunding
Floor: 1st
Room #/
Room Name: Foyer
Linen Color: Ivory

Event Information

Guest Count: 100
Pick-up/
Delivery Thursday, 6/20/2019
Date:
Set Up Time: 5:30 PM
Event Start
Time: 6:00 PM
Event End
Time: 6:30 PM

FOOD

	Qty.	Price	Ext.
<input checked="" type="checkbox"/> Large Artisan Cheeses with Crackers and Baguette Rounds (Serves 50-75) - per tray	1	\$180.00	\$180.00
Large Antipasto Platter with Baguette Rounds (Serves 50-75) - per tray	1	\$180.00	\$180.00
Tomato Grueyre Crostini Melted Gruyere Cheese, Dijon Mustard and Fresh Tomato on a Mini Puff Pastry Crostini.	6	\$19.99	\$119.94
Chicken and Pork Hors d`Oeuvres - Mini Curried Chicken Tart - per dozen	6	\$24.00	\$144.00
Pork Hot Hors d`Oeuvres - Sausage Stuffed Mushrooms - per dozen	6	\$34.00	\$204.00
	6	\$26.50	\$159.00

Seafood Hot Hors d`Oeuvres - Crab and Risotto Balls - per dozen			
--	--	--	--

OTHER**Qty.****Price****Ext.****Bar Set up**

1

\$75.00

\$75.00

SUPPLIES**Qty.****Price****Ext.****Additional Tablecloths - each**

6 High Tops

8

\$5.00

\$40.00

2 Reception Tables

Order Summary			Order Totals	
Food	Other	Supplies	Sub Total	\$1,101.94
\$986.94	\$75.00	\$40.00	Tax (7.25%)	\$79.89
			Order Total	\$1,181.83
			Balance Due	\$1,181.83

Special Instructions

Order #11796



**VENTURA COUNCIL
OF GOVERNMENTS**

MEMORANDUM

TO: Board of Directors

FROM: Hugh Riley, Executive Director 

SUBJECT: Fiscal Year 2016-2017 Audited Financial Statements

DATE: May 9, 2019

Recommendation: Receive and file the Ventura Council of Governments' Audited Financial Statement for the fiscal year ended June 30, 2018.

Discussion:

This report transmits the Ventura Council of Governments' (VCOG) audited financial statements for the fiscal year ended June 30, 2018.

The Fiscal Year 2017/2018 audited financial statements are presented in conformity with accounting principles generally accepted in the United States (GAAP) and audited in accordance with generally accepted auditing standards by independent certified public accountants. The auditors, Vavrinek, Trine, Day and Company, LLP, previously issued an unqualified opinion on the Ventura Council of Government's financial statements for the year ended June 30, 2018.

Management assumes full responsibility for the completeness and reliability of all of the information presented in this report, based upon a framework of internal controls established for this purpose. Because the cost of internal control should not exceed anticipated benefits, the objective is to provide reasonable, rather than absolute, assurance that the financial statements are free of any material misstatements.

As a result of our audit and as discussed with staff, the auditors are recommending:

Debit Card Purchases: The auditors recommend that these transactions also be subject to the \$5K purchasing cap. Should the Executive Director need to make a purchase in excess of \$5K with his debit card, the purchase should be approved by the Board prior to payment.

Reimbursements: The auditors recommend that all Executive Director Invoices (contracted services and reimbursements invoices) be signed by a Board member prior to payment.

Vendor Creation in Quickbooks: The auditors recommend that vendor information be properly updated in Quickbooks. Vendor information in Quickbooks should be supported by the vendors W-9 (i.e. Vendor Name, Address, contact information, etc.)

There were no irregularities noted and no corrective actions required by the audit. The Ventura Council of Governments ended Fiscal Year 2017/2018 with an unrestricted ending fund balance of \$ 110,208.

Attachments to Report were transmitted in a separate document on May 1, 2019 due to their size:

- Basic Financial Statements with Independent Auditors' Report
- Independent Auditors' Report on Internal Control Over Financial Reporting and Compliance
- SAS 114 Letter

**VENTURA COUNCIL
OF GOVERNMENTS**

TO: Council Members and Alternates

FROM: Hugh Riley, Executive Director

SUBJECT: Fiscal Year 2019/2020 Budget

DATE: May 9, 2019

Recommendation:

Approve proposed VCOG Operating Budget for F.Y. 2019-2020 as recommended by the VCOG Administrative Committee and adopt VCOG Resolution No. 2019-05.

Discussion:

The VCOG Joint Powers Authority Agreement Section 23 requires that a budget be adopted, and dues be approved, at the last regular meeting of the Governing Body prior to June 30 of each year or at the first meeting, regular or special, of the Governing Body after June 30. This report transmits the proposed VCOG Budget for Fiscal Year 2019/2020.

The VCOG Administrative Committee has reviewed the proposed VCOG Operating Budget for F.Y. 2019-2020 as recommended by staff and recommended approval by the Council.

Fiscal Year 2018/2019 Expenditures

Fiscal Year 2018/2019 total expenditures are estimated to be \$73,668. The 2018-2019 Amended Budget totaled \$76,500 leaving a probable unexpended fund balance of \$ 2,832. Estimated expenses for Executive Administration (Executive Director) \$44,950 are within the budgeted \$45,000.

2019/2020 Estimated Revenue

Considering the commitment from SCAG for \$3,000 donation for the VCOG Annual Dinner, revenue for the year is budgeted at \$69,400 including \$400 estimated for interest income from the Reserve Fund's Certificates of Deposit over the course of the year. In addition, based on past experience \$500 has been budgeted as income from guest ticket sales for the 2020 annual dinner. Thus the proposed expenditure plan for Fiscal Year 2019/2020 is **\$69,400**.

2018/2019 Proposed Expenditures

The Executive Administration line item has been maintained at \$45,000 which conforms to the services contract approved on March 8, 2018. Accounting Fees and Audit are presented as separate line items at \$1,500 and \$5,150 respectively. This reflects a slight increase to the auditor's contract fee over previous years (\$150.00). Funds are included for periodic accounting services with a local bookkeeping professional at a rate of \$55.00/hour as recommended by the auditor to help provide increased internal control. Funds are also provided for the preparation of IRS Form 1099 for VCOG Vendors.

Separate line items for Insurance and Legal Services have also been included in the budget based on the existing Alliant insurance policy premium and the agreement with Myers, Widder, Gibson, Jones & Feingold, LLP. \$7,500 has been budgeted for the Annual Dinner, \$4,800 for Conference and Meetings and \$1,000 for staff Travel.

The Miscellaneous Expense Line Item of \$200 has been eliminated. Expenses relating to video-taping services for the six monthly VCOG Board Meetings at approximately \$30.00 per meeting will be charged to the Conference and Meeting Line Item.

Administrative Operating Costs

Expenses for office supplies, printing and copying, and Internet are based on current year's expenditures including the annual fee for the Quickbooks Program. The proposed budget for 2019-2020 continues to separate these expenses and maintains a similar, overall total amount adjusted considering actual expenses in the previous year's budget.

Fiscal Year 2019/2020 Proposed Budget

The proposed Fiscal Year 2019/2020 budget (Attachment A) totals **\$69,400** in order to continue operations of VCOG. Member agency Dues Assessments (Attachment B) have been maintained at the same level as 2018-2019.

ATTACHMENT: VCOG Resolution 2019-05 and Attachments

ATTACHMENT

VENTURA COUNCIL OF GOVERNMENTS RESOLUTION NO. 2019-05

A RESOLUTION OF THE GOVERNING BODY OF THE VENTURA COUNCIL OF GOVERNMENTS ADOPTING THE FISCAL YEAR 2018/2019 BUDGET

BE IT RESOLVED by the Governing Body of the Ventura Council of Governments as follows:

SECTION 1: The Governing Body finds that a budget for Fiscal Year 2019/2020 must be adopted to fund operations for the coming year.

SECTION 2: The Governing Body agrees to adopt the proposed budget for Fiscal Year 2018/2019 as detailed in Attachment A.

SECTION 3: The Governing Body agrees to adopt dues assessments for Fiscal Year 2018/2019 as detailed in Attachment B.

PASSED AND ADOPTED this 9th day of May, 2019.

Al Adamr, Chair

Attest:

Hugh Riley, Executive Director

ATTACHMENT A

VENTURA COUNCIL OF GOVERNMENTS FISCAL YEAR 2019/20 PROPOSED BUDGET

<u>Budget Item</u>	<u>Fiscal Year 2017/2018 Budget*</u>	<u>Fiscal Year 2017/2018 Actual</u>	<u>Fiscal Year 2018/2019 Approved</u>	<u>Fiscal Year 2018/2019 Est. Actual</u>	<u>Fiscal Year 2019/2020 Recommended</u>
Revenues					
Dues Assessments	64,992	64,992	64,992	64,992	64,992
Supplemental Appropriation	0	0	8,000	8,000	0
Other Revenue:					
Contributions (SCAG)	2,500	3,000	3,000	3,000	3,000
Annual Dinner Ticket Sales	0	850	500	500	500
Interest	<u>8</u>	<u>23</u>	<u>8</u>	<u>26</u>	<u>908</u>
Total Revenues	67,500	68,865	76,500	76,518	69,400
Expenditures					
Contract Services					
Audit	5,000	5,000	5,000	5,000	5,150
Accounting Fees	1,200	1,472	1,300	1,255	1,500
Executive Administration	45,000	44,875	45,000	44,690	45,000
Legal Services	<u>500</u>	<u>34</u>	<u>400</u>	<u>3,997</u>	<u>350</u>
Total Contractual Services	51,700	51,381	51,700	54,912	52,000
Miscellaneous Expense	200	101	200	83	0
Operations					
Postage, Mailing Service	0	52	0	0	0
Printing and Copying	500	622	550	550	500
Office Supplies	500	55	400	165	200
Website & Accounting Program	<u>500</u>	<u>540</u>	<u>550</u>	<u>645</u>	<u>1,700</u>
Total Operations	1,500	1,299	1,500	1,360	2,400
Other Types of Expenses					
Bank Fees	0	0	0	0	0
Insurance – Liability, D & O	1,600	1,568	1,600	1,610	1,700
Special Projects	<u>0</u>	<u>0</u>	<u>8,000</u>	<u>8,000</u>	<u>0</u>
Total Other Types of Expenses	1,600	1,568	9,600	9,610	1,700
Travel and Meetings					
Annual Dinner	6,000	6,000	7,500	7,500	7,500
Conference and Meetings	5,500	4,660	5,000	1,646	4,800
Travel – Mileage, Parking, etc.	<u>1,000</u>	<u>810</u>	<u>1,000</u>	<u>78</u>	<u>1,000</u>
Total Travel and Meetings	<u>12,500</u>	11,470	13,500	9,224	13,300
Total Expenditures	67,500	65,830	76,500	75,189	69,400

ATTACHMENT B

VENTURA COUNCIL OF GOVERNMENTS FISCAL YEAR 2019/2020 DUES ASSESSMENT BY MEMBER


VCOG Member Agency	Population	Pop %**	3/4 Population Distribution**	1/4 Equal Distribution**	Total Assessment**
Camarillo	67,154	7.92%	\$3,861	\$1,477	\$5,338
Fillmore	15,441	1.82%	887	1,477	2,364
Moorpark	35,727	4.21%	2,052	1,477	3,529
Ojai	7,612	0.90%	439	1,477	1,916
Oxnard	206,148	24.31%	11,851	1,477	13,328
Port Hueneme	22,768	2.68%	1,307	1,477	2,784
San Buenaventura	109,338	12.89%	6,284	1,477	7,761
Santa Paula	30,556	3.60%	1,755	1,477	3,232
Simi Valley	126,483	14.91%	7,269	1,477	8,746
Thousand Oaks	129,349	15.25%	7,434	1,477	8,911
Ventura County - Unincorporated	97,497	11.50%	5,606	1,477	7,083
Total	848,073	100.00%	\$48,745	\$16,247	\$64,992

* Based on the California Department of Finance population estimates (January 1, 2015).

** May not total exactly due to rounding.



MEMORANDUM

TO: Council Members and Alternates
FROM: Hugh Riley, Executive Director 
SUBJECT: 2019 STATE OF HOMELESSNESS IN VENTURA COUNTY
DATE: May 9, 2019

Recommendation:

Receive and Discuss 2018 State of Homelessness in Ventura County Report

Discussion:

Tara Carruth, County of Ventura, County Executive Office, Ventura County Continuum of Care will present a report on the 2019 State of Homelessness in Ventura County including a discussion of the results of the 2019 Homeless Count and current project status.

Key findings from the 2019 Homeless Count and Survey were:

- Total increase of 28.5% in 2019; increase over past two years is 44.9%
- Increase is attributed to improved coverage of volunteers, outreach to persons in vehicles and encampments, rising rents and limited housing vacancies, impacts from local disasters (fires), a continued need for more homeless prevention efforts
- Over 75% of homeless population is living unsheltered (streets, vehicles, encampments)
- 2/3 of population in West County
- Population is aging, 27% of unsheltered group is over 55
- The number of unsheltered Transition-Aged-Youth (Age 18-24) more than doubled between 2018-19
- 20% of persons surveyed reported they were first time homeless (<12 months)

The Final Homeless Count Report for 2019 was sent on May 1, 2019.



**VENTURA COUNCIL
OF GOVERNMENTS**

MEMORANDUM

TO: Council Members and Alternates

FROM: Hugh Riley, Executive Director 

SUBJECT: Wireless Siting Update- 5G Issues

DATE: May 9, 2019

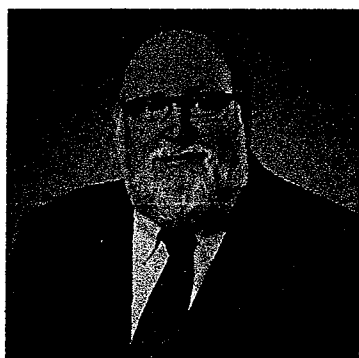
Recommendation:

Receive report from

Background:

Wireless Siting Update: Dr. Jonathan Kramer, senior partner at Telecom Law Firm, P.C. will provide an update on (a) the status and implementation of the FCC's small wireless facilities order; (b) the law suits filed by local governments to set aside those FCC rules; and (c) the impact of the California Supreme Court's recent ruling in T-Mobile vs. San Francisco.

Telecom Law Firm, P.C. represents corporate, government, and private clients in transnational and regulatory matters regarding wireless siting and leasing, lease sales, fiber optic and wide area network agreements, and contract enforcements. Our clients are located throughout the U.S.



Dr. Jonathan L. Kramer, Esq., Founder and Principal Attorney, has more than 35 years of experience in wireless, broadband, cable television and telephony sectors advising private, institutional and government clients.

Dr. Kramer is a telecommunications regulatory leader. He was the co-chair of the FCC recognized committee that developed the technical standards and regulation of cable television systems. He has been a testifying expert witness in federal and state court cases regarding wireless and cable

television technology. Additionally, he served as the advisor to the League of California Cities during the key negotiations and hearing regarding SB 1627, California's wireless co-location law.

He is a frequent lecturer and panelist on communications technology for conferences supported by both the Society of Cable Telecommunications Engineers and the National Association of Telecommunications Officers and Advisors. Dr. Kramer is also

the co-author and editor of several articles in federal government publications on radio frequency interference matters and wireless technology.

Dr. Kramer is admitted to practice by the State Bar of California and the State Bar of New Mexico. He is also admitted to practice in the United States District Court for the Central District of California.

He holds five Federal Communications Commission licenses and endorsements, as well as a C7 communications contractors license (inactive) issued by the California Contractor's State License Board.

A summary of the California Supreme Court Opinion in re: T-Mobile West v. City and County of San Francisco was sent on May 1, 2019