



**VENTURA COUNCIL  
OF GOVERNMENTS**

**AGENDA**

**Thursday, November 8, 2018 - 5:00 p.m.  
City of Camarillo, Council Chambers  
601 Carmen Drive  
Camarillo, CA 93010**

**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**

**5. AGENCY REPORTS – Oral Report If Representatives Attend**

- A. Southern California Association of Governments**
- B. Ventura County Transportation Commission**
- C. League of California Cities**
- D. Other**

**6. CONSENT CALENDAR**

- A. Summary of September 20, 2018 Meeting p. 3 – Approve Summary of September 20, 2018 VCOG Meeting**
- B. Financial Report p. 6 - Approve Ventura Council of Governments (VCOG) Financial reports for the Budget Period to August 31, 2018 to October 31, 2018**
- C. Register of Warrants & Debit Card Transactions p. 26 - Approve the Register of Warrants for expenditures and Debit Card Transactions incurred from September 1, 2018. to October 31, 2018.**

**MEMBERS**

City of Camarillo  
Jan McDonald, Member  
Tony Trembley, *Alternate*

City of Fillmore  
Carrie Broggie, Member  
Diane McCall, *Alternate*

City of Moorpark  
Janice Parvin, Member  
Dr. Roseann Mikos, *Alternate*

City of Ojai  
Randy Haney, Member  
Paul Blatz, *Alternate*

City of Oxnard  
Tim Flynn, Member  
Dorina Padilla, *Alternate*  
*Alternate*

City of Port Hueneme  
Sylvia Muñoz Schnopp, Member  
Will Berg, *Alternate*

City of San Buenaventura  
Matt LaVere, Member  
Cheryl Heitman, *Alternate*

City of Santa Paula  
John Procter, Member  
Jenny Crosswhite,

City of Simi Valley  
Bob Huber, Member  
Glen Becerra, *Alternate*

City of Thousand Oaks  
Al Adam, Member  
Rob McCoy, *Alternate*

County of Ventura  
Kelly Long, Member  
John Zaragoza, *Alternate*

- D. **SCAG Regional Council District Representative Vacancies p. 29-** Confirm the election of the following candidates for SCAG Regional Council Representative:
- District 46- Tim Holmgren, City Council Member- City of Fillmore
  - District 47- David Pollock, City Council Member- City of Moorpark
- E. **Adoption of 2019 VCOG Schedule of Meetings p. 30** - Adopt Schedule of VCOG Meetings for the Board of Directors, Administrative Committee and Legislative Committees.

**7. PRESENTATION ITEMS**

- A. **UNLOCKING THE POWER OF PREFUNDING TO LOWER LIABILITIES, REDUCE COSTS AND MAXIMIZE ASSETS** p. 32 - Mitch Barker, Executive Vice President for Public Agency Retirement Services (PARS) and Tory Millazo, Senior Portfolio Manager of Highmark Capital, PAR's investment management partner will present an overview.

**8. BOARD MEMBER COMMENTS & REQUESTS FOR FUTURE AGENDA ITEMS**

Any Board Member may provide additional remarks or announcements and 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. CLOSED SESSION: The Board will Adjourn to Closed Session for one Item:**

- A. **PUBLIC EMPLOYEE EMPLOYMENT & PERFORMANCE EVALUATION**  
Government Code Section 54957  
Title: Executive Director

**CONFERENCE WITH LABOR NEGOTIATORS**  
Government Code Section 54957.6  
Unrepresented employee: Executive Director

**10. ADJOURNMENT – Next Meeting- January 10, 2019**

**NOTE: Complete Agenda and Reports Available at [www.venturacog.org](http://www.venturacog.org)**

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

September 20, 2018

5:00 p.m.

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

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1. **CALL TO ORDER & FLAG SALUTE** – Led by Chair McDonald- 5:05 p.m.

2. **ROLL CALL**

**Present:**

Jan McDonald, Chair-Elect, City of Camarillo  
John Procter, Past Chair, City of Santa Paula  
Janice Parvin, City of Moorpark  
Al Adam, City of Thousand Oaks  
Matt LaVere, City of San Buenaventura  
Carrie Broggie, City of Fillmore  
Randy Haney, City of Ojai  
Will Berg, Alternate, City of Port Hueneme for Munoz-Schnopp

**Absent:**; Kelly Long, Supervisor, County of Ventura; Bob Huber, Chair, City of Simi Valley; Tim Flynn, City of Oxnard (*There were No Alternates for these Members*); Sylvia Munoz-Schnopp, City of Port Hueneme

**Guests:**

Kimberly Clerk, Affordable Housing Planner, SCAG  
Dr. Molly George, Dept. of Criminology, Cal Lutheran University  
Rudy Gonzales, Govern Affairs Manager, Souther Cal. Edicon  
Mina Layba, Legislative Affairs Manager, City of Thousand Oaks  
Brian Chong, Assistant to the City Manager, City of Moorpark  
Steve DeGeorge, VCTC

3. **PUBLIC COMMENT** – NONE

4. **EXECUTIVE DIRECTOR'S COMMENTS** – Oral Report

Riley reported the following:

- **Administrative Committee**-The Committee will meet on Thursday, September 27 to establish the November 8, 2018 VCOG Agenda and other matters.
- **Liability Insurance** – VCOG's Special Liability Insurance Program Policy for 2018-2019 has been renewed through Alliant Insurance Services for an annual premium of \$1,610.

- **RHNA Progress Update** – To ensure that all jurisdictions are fully informed of the Regional Housing Needs Assessment planning process and have clear and adequate opportunities to provide input, SCAG Staff has met one-on-one with all 197 local jurisdictions in the region and have been providing on-site technical assistance to nearly 70 agencies requesting help. The deadline for submitting input to SCAG is October 1, 2018. SCAG Staff will provide additional details.
- **SCAG Executive Director Resigns** – SCAG Executive Director Hasan Ikhrata has submitted his resignation effective November 30, 2018. Hasan has accepted the position of Executive Director of the San Diego Association of Governments. Hasan's message and September Report are attached.
- **SCAG Sub-region Special Elections for Districts 46 and 47**- Special elections have been scheduled to select representatives to fill the unexpired terms of Glen Becerra (District 46) and John Procter (District 47). Glen and John have decided not to seek re-election to the City Council in their cities. The District 46 Special Election will be held in Simi Valley and the District 47 Special Election will be held in Santa Paula. A Call for Candidates for both positions was sent to the City Councils and Clerks in the applicable Cities. Copies are attached. Election details were included.
- **League of California Cities Annual Conference** – The conference in Long Beach concluded on Friday September 14. Staff attended several Sessions, including Cannabis Legalization Regulation Update, Local Government Role in Meeting California's Environmental Goals, From Status Quo to Status Go-Organization Change; and Strategies to Manage Increasing Pension Costs. Staff also attended the first opening general session on Leadership and Understanding Public Service Ethics Laws & Principles (AB 1234 Training).
- **VCOG Conflict of Interest Code** – Staff has reviewed VCOG's Conflict of Interest Code (VCOG Resolution No. 2014-01, has determined that no amendments are required and has filed the 2018 Local Agency Biennial Notice with the Ventura County Board of Supervisors.
- **Homeless Emergency Assistance Program (HEAP)** - \$4,857,821 in one-time emergency funding is available for the Ventura County Continuum of Care to address unsheltered homelessness. In order for funds to be distributed and expended to serve homeless persons in a jurisdiction, a "shelter crises" must have been declared by that City or County's governing body. Therefore a countywide program supported with HEAP funds cannot serve homeless persons in a city or jurisdiction that has not declared a "shelter crises." A sample Declaration of a Shelter Crises Resolution is attached.
- **Memorandum of Understanding- Countywide Homelessness**- A Draft Memorandum of Understanding for Ventura Countywide Homelessness was presented for review to the City Manager's Group by Ventura County CEO Mike Powers at their regular meeting on August 16.
- **Proposed VCOG Meeting Schedule-2019**- A proposed schedule for VCOG Meetings for 2019 is attached. Please check your schedules over the next few weeks so that the schedule can be adopted at our November 8 Meeting.

## **5. AGENCY REPORTS**

- A. Southern California Association of Governments-** Kimberly Clark, Staff Affordable Housing Planner for SCAG provided an update on the Bottom Up Local Input and Envisioning Process for the 2020 RTP/SCS and RHNA, and future funding opportunities. *(NOTE: Presentation Slides from this Item are available on VCOG's Website- [www.venturacog.org](http://www.venturacog.org))*
- B. Ventura County Transportation Commission-** No Report
- C. League of California Cities –** No Report
- D. Other Agencies-** NONE

## **6. CONSENT CALENDAR**

- A. Summary of July 12, 2018 Meeting**
- B. Financial Report through August 31, 2018**
- C. Register of Warrants & Debit Card Transactions - July 1, to August 31, 2018.**
- D. Legislative Update**
- E. Agreement with Independent Auditor 2017-2018 Audit**

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

**7A. PROGRESS REPORT- SAFE PASSAGES RESEARCH PROJECT–** Dr. Molly George provided a progress report being conducted by Cal. Lutheran University, Department of Criminology under a Grant Agreement with VCOG.

**7B. SOUTHERN CALIFORNIA EDISON- RELIABILITY IMPROVEMENTS, WILDFIRE MITIGATION & GRID RESILIENCY-** Rudy Gonzales, SCE Government Relations Manager, will provide a report on SCE's Action Plans for wildfire mitigation and system reliability and on related legislative activity. Mr. Gonzalez has been meeting with city officials over the past two months to apprise them of these actions and future planning. *(NOTE: Presentation Slides from this Item are available on VCOG's Website- [www.venturacog.org](http://www.venturacog.org))*

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

**9. ADJOURNMENT -** Meeting adjourned at 6:25 p.m. to September 20, 2018



**VENTURA COUNCIL  
OF GOVERNMENTS**

**MEMORANDUM**

**TO:** Board of Directors

**FROM:** Hugh R. Riley, Executive Director 

**SUBJECT:** Financial Report

**DATE:** November 8, 2018

**Recommendation:**

Receive and file Financial Report for Period ending October 31, 2018.

**Discussion:**

This report transmits the Ventura Council of Governments (VCOG) Financial reports for the Budget Period to August 31, 2018 to October 31, 2018.

**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 to Date	Rate*	Balance
Bank of America	Business Interest Maximizer 1346	N/A	\$5.14	0.03%	\$67,046.85

\*Variable

**ATTACHMENTS:** Balance Sheet – As of October 31, 2018  
 Profit and Loss – July 1, 2017 to October 31, 2018  
 Budget vs. Actual - July 1, 2018 to October 31, 2018  
 Bank Statement/ Reconciliation Reports- Sept. and Oct. 2018

# Ventura Council of Governments

## BALANCE SHEET

As of October 31, 2018

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
BofA - 5784	0.00
BofA - 5797	86,652.64
BofA MM - 1346	67,046.85
Wells Fargo	0.00
Wells Fargo - 3905	0.00
Wells Fargo - 4715	0.00
<b>Total Bank Accounts</b>	<b>\$153,699.49</b>
Accounts Receivable	
Accounts Receivable (A/R)	0.00
<b>Total Accounts Receivable</b>	<b>\$0.00</b>
Other Current Assets	
Undeposited Funds	0.00
<b>Total Other Current Assets</b>	<b>\$0.00</b>
<b>Total Current Assets</b>	<b>\$153,699.49</b>
<b>TOTAL ASSETS</b>	<b>\$153,699.49</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	3,422.50
<b>Total Accounts Payable</b>	<b>\$3,422.50</b>
Other Current Liabilities	
Payroll Liabilities	-1.04
<b>Total Other Current Liabilities</b>	<b>\$ -1.04</b>
<b>Total Current Liabilities</b>	<b>\$3,421.46</b>
<b>Total Liabilities</b>	<b>\$3,421.46</b>
Equity	
Opening Balance Equity	111,292.08
Unrestricted Net Assets	-1,083.91
Net Income	40,069.86
<b>Total Equity</b>	<b>\$150,278.03</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$153,699.49</b>

# Ventura Council of Governments

## PROFIT AND LOSS

July - October, 2018

	TOTAL
Income	
Annual Dinner Tickets	62.00
Dues Assessments	64,992.00
Other Types of Income	
Bank Interest	6.79
<b>Total Other Types of Income</b>	<b>6.79</b>
<b>Total Income</b>	<b>\$65,060.79</b>
<b>GROSS PROFIT</b>	<b>\$65,060.79</b>
Expenses	
Contract Services	
Accounting Fees	550.00
Executive Administration	17,687.50
Research Grant - CLU	2,400.00
<b>Total Contract Services</b>	<b>20,637.50</b>
Miscellaneous Expense	116.91
Operations	
Printing and Copying	248.24
Supplies	88.30
Website	645.00
<b>Total Operations</b>	<b>981.54</b>
Other Types of Expenses	
Insurance - Liability, D and O	1,610.03
<b>Total Other Types of Expenses</b>	<b>1,610.03</b>
Travel and Meetings	
Conference and Meetings	1,591.53
Travel	78.42
<b>Total Travel and Meetings</b>	<b>1,669.95</b>
<b>Total Expenses</b>	<b>\$25,015.93</b>
<b>NET OPERATING INCOME</b>	<b>\$40,044.86</b>
<b>NET INCOME</b>	<b>\$40,044.86</b>



# Ventura Council of Governments

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

July 2018 - June 2019

	TOTAL		
	ACTUAL	BUDGET	REMAINING
<b>Income</b>			
Annual Dinner Sponsorship		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	5.08	8.00	2.92
<b>Total Other Types of Income</b>	<b>5.08</b>	<b>8.00</b>	<b>2.92</b>
Safe Passages Grant Appropriation		8,000.00	8,000.00
<b>Total Income</b>	<b>\$65,059.08</b>	<b>\$76,500.00</b>	<b>\$11,440.92</b>
<b>GROSS PROFIT</b>	<b>\$65,059.08</b>	<b>\$76,500.00</b>	<b>\$11,440.92</b>
<b>Expenses</b>			
Contract Services			
Accounting Fees	550.00	1,300.00	750.00
Audit		5,000.00	5,000.00
Executive Administration	17,687.50	45,000.00	27,312.50
Legal Fees		400.00	400.00
Research Grant - CLU	2,400.00	8,000.00	5,600.00
<b>Total Contract Services</b>	<b>20,637.50</b>	<b>59,700.00</b>	<b>39,062.50</b>
Miscellaneous Expense	116.91	200.00	83.09
Operations			
Printing and Copying	248.24	550.00	301.76
Supplies	88.30	400.00	311.70
Website	645.00	550.00	-95.00
<b>Total Operations</b>	<b>981.54</b>	<b>1,500.00</b>	<b>518.46</b>
Other Types of Expenses			
Insurance - Liability, D and O	1,610.03	1,600.00	-10.03
<b>Total Other Types of Expenses</b>	<b>1,610.03</b>	<b>1,600.00</b>	<b>-10.03</b>
Travel and Meetings			
Annual Dinner		7,500.00	7,500.00
Conference and Meetings	1,591.53	5,000.00	3,408.47
Travel	78.42	1,000.00	921.58
<b>Total Travel and Meetings</b>	<b>1,669.95</b>	<b>13,500.00</b>	<b>11,830.05</b>
<b>Total Expenses</b>	<b>\$25,015.93</b>	<b>\$76,500.00</b>	<b>\$51,484.07</b>
<b>NET OPERATING INCOME</b>	<b>\$40,043.15</b>	<b>\$0.00</b>	<b>\$ -40,043.15</b>
<b>NET INCOME</b>	<b>\$40,043.15</b>	<b>\$0.00</b>	<b>\$ -40,043.15</b>



P.O. Box 15284  
Wilmington, DE 19850

## Bus Platinum Privileges

### Customer service information

1.888.BUSINESS (1.888.287.4637)

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Bank of America, N.A.  
P.O. Box 25118  
Tampa, FL 33622-5118

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

Prepared: [Signature] Date 10/5/18  
Approved: [Signature] Date 10/5/18

## Your Business Advantage Checking Bus Platinum Privileges

for September 1, 2018 to September 30, 2018

Account number: 3250 7636 5797

VENTURA COUNCIL OF GOVERNMENTS

### Account summary

Beginning balance on September 1, 2018	\$68,706.55
Deposits and other credits	30,985.00
Withdrawals and other debits	-608.96
Checks	-5,509.56
Service fees	-0.00
Ending balance on September 30, 2018	\$93,573.03

# of deposits/credits: 2

# of withdrawals/debits: 6

# of Items-previous cycle<sup>1</sup>: 4

# of days in cycle: 30

Average ledger balance: \$88,223.24

<sup>1</sup>Includes checks paid, deposited items & other debits

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### Deposits and other credits

Date	Description	Amount
09/05/18	Deposit	✓ 22,074.00
09/14/18	Deposit	✓ 8,911.00
<b>Total deposits and other credits</b>		<b>\$30,985.00</b>

### Withdrawals and other debits

Date	Description	Amount
Card account # XXXX XXXX XXXX 8421		
09/17/18	CHECKCARD 0914 HYATT CENTRIC PIKE LNG LONG BEACH CA 24431068258722451803997 CKCD 3640 XXXXXXXXXXXXXXX8421 XXXX XXXX XXXX 8421	✓ -544.66
09/21/18	CHECKCARD 0919 STAPLES 00101261 SIMI VALLEY CA 24164078263105001732194 CKCD 5943 XXXXXXXXXXXXXXX8421 XXXX XXXX XXXX 8421	✓ -64.30
<b>Subtotal for card account # XXXX XXXX XXXX 8421</b>		<b>-5608.96</b>
<b>Total withdrawals and other debits</b>		<b>-5608.96</b>

### Checks

Date	Check #	Amount
09/04/18	308	✓ -3,750.00
09/10/18	309	✓ -110.00

Date	Check #	Amount
09/14/18	311*	✓ -1,610.03
09/13/18	312	✓ -39.53
<b>Total checks</b>		<b>-55,509.56</b>
<b>Total # of checks</b>		<b>4</b>

\* There is a gap in sequential check numbers

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- ☐ \$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
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## Daily ledger balances

Date	Balance (\$)	Date	Balance(\$)	Date	Balance (\$)
09/01	68,706.55	09/10	86,920.55	09/17	93,637.33
09/04	64,956.55	09/13	86,881.02	09/21	93,573.03
09/05	87,030.55	09/14	94,181.99		



VENTURA COUNCIL OF GOVERNMENTS | Account # 3250 7636 5797 | September 1, 2018 to September 30, 2018

## Check images

Account number: 3250 7636 5797

Check number: 308 | Amount: \$3,750.00

VENTURA COUNCIL OF GOVERNMENTS  
20 E HUGH ST  
SUITE 200  
MOONPARK, CA 95021-1119

08108  
09/10/2018

Pay to the order of High Rise - Professional Management, LLC \$ 3,750.00

Three thousand seven hundred fifty and 00/100

High Rise  
Professional Management, LLC  
P.O. Box 167  
Moonpark, CA 95020-0167

MEMO

⑈000308⑈ 41210003584 325076365797⑈

Check number: 309 | Amount: \$110.00

VENTURA COUNCIL OF GOVERNMENTS  
20 E HUGH ST  
SUITE 200  
MOONPARK, CA 95021-1119

0809  
09/10/2018

Pay to the order of TLIH Building Services \$ 110.00

One hundred ten and 00/100

TLIH Building Services  
643 Country Club Dr., PMB 118  
Sunnyvale, CA 95055

MEMO

⑈000309⑈ 41210003584 325076365797⑈

Check number: 311 | Amount: \$1,610.03

VENTURA COUNCIL OF GOVERNMENTS  
20 E HUGH ST  
SUITE 200  
MOONPARK, CA 95021-1119

0811  
09/10/2018

Pay to the order of Alliant Insurance Services \$ 1,610.03

One thousand six hundred ten and 03/100

Alliant Insurance Services  
Harvest Branch  
1201 Silver St., Ste. 200  
Hayward, CA 94542

MEMO

⑈000311⑈ 41210003584 325076365797⑈

Check number: 312 | Amount: \$39.53

VENTURA COUNCIL OF GOVERNMENTS  
20 E HUGH ST  
SUITE 200  
MOONPARK, CA 95021-1119

0812  
09/10/2018

Pay to the order of City of Camarillo - v \$ 39.53

Thirty nine and 53/100

City of Camarillo - v

MEMO

⑈000312⑈ 41210003584 325076365797⑈

## Ventura Council of Governments

BoFA - 5797, Period Ending 09/30/2018

## RECONCILIATION REPORT

Reconciled on: 10/05/2018

Reconciled by: Hugh Riley

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

## Summary

USD

Statement beginning balance	68,706.58
Checks and payments cleared (6)	-6,118.52
Deposits and other credits cleared (3)	30,985.00
Statement ending balance	93,573.06
Uncleared transactions as of 09/30/2018	-25.00
Register balance as of 09/30/2018	93,548.06
Cleared transactions after 09/30/2018	0.00
Uncleared transactions after 09/30/2018	-6,818.01
Register balance as of 10/05/2018	86,730.05

## Details

## Checks and payments cleared (6)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
08/31/2018	Bill Payment	309	TLH Staffing Services	-110.00
09/04/2018	Bill Payment	308	Hugh Riley - Professional Ma...	-3,750.00
09/10/2018	Bill Payment	311	Alliant Insurance Services	-1,610.03
09/10/2018	Bill Payment	312	City of Camarillo - v	-39.53
09/17/2018	Check	EFT	Hyatt Centric	-544.66
09/21/2018	Check	EFT	Staples	-64.30
Total				-6,118.52

## Deposits and other credits cleared (3)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/05/2018	Receive Payment	1012313	City of Simi Valley	8,746.00
09/26/2018	Receive Payment		City of Thousand Oaks	8,911.00
09/26/2018	Receive Payment		City of Oxnard	13,328.00
Total				30,985.00

## Additional Information

## Uncleared checks and payments as of 09/30/2018

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/05/2018	Check	310	Channel Counties Division LO...	-25.00
Total				-25.00

## Uncleared checks and payments after 09/30/2018

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
10/01/2018	Bill Payment	0311	Hugh Riley - Professional Ma...	-6,640.92
10/04/2018	Bill Payment	315	PostNet CA110	-67.09
10/04/2018	Bill Payment	314	TLH Staffing Services	-110.00
Total				-6,818.01



P.O. Box 15284  
Wilmington, DE 19850

## Bus Platinum Privileges

### Customer service information

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Tampa, FL 33622-5118

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

Prepared: [Signature]

Date: 10/5/18

Approved: [Signature]

Date: 10/5/18

## Your Business Advantage Savings Bus Platinum Privileges

for September 1, 2018 to September 30, 2018

Account number: 3250 6796 1346

VENTURA COUNCIL OF GOVERNMENTS

### Account summary

Beginning balance on September 1, 2018	\$67,043.49
Deposits and other credits	1.65
Withdrawals and other debits	-0.00
Service fees	-0.00
Ending balance on September 30, 2018	\$67,045.14

# of deposits/credits: 1

# of withdrawals/debits: 0

# of days in cycle: 30

Average ledger balance: \$67,043.54

Average collected balance: \$67,043.54

Annual Percentage Yield Earned this statement period: 0.03%.  
Interest Paid Year To Date: \$16.24.

Bank of America Business Advantage

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## The world's gonna know you. We're gonna help.

During October, we're celebrating National Women's Small Business Month. To view our 2018 Women Business Owner Spotlight, read articles from small business experts, and join in the conversations, visit the Small Business Community at [bankofamerica.com/SBwomen](http://bankofamerica.com/SBwomen).

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## Deposits and other credits

Date	Description	Amount
09/28/18	Interest Earned	1.65
Total deposits and other credits		\$1.65

## Daily ledger balances

Date	Balance (\$)	Date	Balance(\$)
09/01	67,043.49	09/28	67,045.14

Bank of America **Business Advantage**

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**Your Digital  
Tip of the  
Month****Guaranteed bank-to-bank transfers**

Pay individuals, vendors and suppliers who bank at other financial institutions — right from Online Banking. Just log in and click the **Transfers I Send** tab, then select **Send Money to Someone or a Business**.

ARH98YHQ | SSM-03-18-0013.B



10/5/2018

Ventura Council of Governments

BofA MM - 1346, Period Ending 09/30/2018

RECONCILIATION REPORT

Reconciled on: 10/05/2018

Reconciled by: Hugh Riley

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

Summary

	USD
Statement beginning balance	67,043.41
Interest earned	1.61
Checks and payments cleared (0)	0.00
Deposits and other credits cleared (0)	0.00
Statement ending balance	67,045.12
Uncleared transactions as of 09/30/2018	-25.00
Register balance as of 09/30/2018	67,020.12

Additional Information

Uncleared checks and payments as of 09/30/2018

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/05/2018	Expense		Channel Counties Division LO...	-25.00
Total				-25.00



P.O. Box 15284  
Wilmington, DE 19850

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

*Reconciled*

## Bus Platinum Privileges

### Customer service information

- 1.888.BUSINESS (1.888.287.4637)
- bankofamerica.com
- Bank of America, N.A.  
P.O. Box 25118  
Tampa, FL 33622-5118

Prepared: *[Signature]* Date *11/3/18*  
Approved: *[Signature]* Date *11/3/18*

## Your Business Advantage Checking Bus Platinum Privileges

for October 1, 2018 to October 31, 2018

VENTURA COUNCIL OF GOVERNMENTS

Account number: 3250 7636 5797

### Account summary

Beginning balance on October 1, 2018	\$93,573.03
Deposits and other credits	0.00
Withdrawals and other debits	-0.00
Checks	-6,895.39
Service fees	-0.00
Ending balance on October 31, 2018	\$86,677.64

# of deposits/credits: 0

# of withdrawals/debits: 4

# of items-previous cycle<sup>1</sup>: 7

# of days in cycle: 31

Average ledger balance: \$87,224.17

<sup>1</sup>Includes checks paid, deposited items & other debits

Bank of America Business Advantage

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Online Banking

Tip of  
the month

## Banking at your fingertips

Our Mobile Banking app<sup>1</sup> is certified by J.D. Power<sup>®</sup> for providing "An Outstanding Customer Experience."<sup>2</sup>

To learn more, and download it for free, visit: [bankofamerica.com/getmobileapp](http://bankofamerica.com/getmobileapp).

<sup>1</sup>Mobile Banking requires that you download the Mobile Banking app and is only available for select mobile devices. Message and data rates may apply.

<sup>2</sup>For J.D. Power award information, visit [jdpower.com](http://jdpower.com).

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## Your checking account

VENTURA COUNCIL OF GOVERNMENTS | Account # 3250 7636 5797 | October 1, 2018 to October 31, 2018

### Checks

Date	Check #	Amount
10/03/18	313	-6,640.92
10/09/18	314	-67.09

Date	Check #	Amount
10/09/18	315	-110.00
10/30/18	316	-77.38
Total checks		-\$6,895.39
Total # of checks		4

### Service fees

The Monthly Fee on your Business Advantage Checking account was waived for the statement period ending 09/28/18. 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

For information on how to open a new product, link an existing service to your account, or about Business Advantage Relationship Rewards please call 1.888.BUSINESS or visit [bankofamerica.com/smallbusiness](http://bankofamerica.com/smallbusiness).

### Daily ledger balances

Date	Balance (\$)	Date	Balance (\$)	Date	Balance (\$)
10/01	93,573.03	10/09	86,755.02	10/30	86,677.64
10/03	86,932.11				

Bank of America Business Advantage

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Month

### Sign up for online alerts today¹

Stay up to date on your balances, and receive alerts when transactions have posted and when your payments are due.

Log in or enroll at [bankofamerica.com/smallbusiness](http://bankofamerica.com/smallbusiness) and click on Alerts in the Activity Center.

¹ You may elect to receive alerts via text or email. Bank of America does not charge for this service but your mobile carrier's message and data rates may apply. Delivery of alerts may be affected or delayed by your mobile carrier's coverage.  
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VENTURA COUNCIL OF GOVERNMENTS | Account # 3250 7636 5797 | October 1, 2018 to October 31, 2018

## Check images

Account number: 3250 7636 5797

Check number: 313 | Amount: \$6,640.92

Check number 313, Amount \$6,640.92. Payable to: Hays Rely - Professional Management, LLC. Issued on 10/1/2018. Signature: [Signature]. MICR line: @000313 61240003584 325076365797.

Check number: 314 | Amount: \$67.09

Check number 314, Amount \$67.09. Payable to: Hays Rely - Professional Management, LLC. Issued on 10/1/2018. Signature: [Signature]. MICR line: @000314 61240003584 325076365797.

Check number: 315 | Amount: \$110.00

Check number 315, Amount \$110.00. Payable to: T.H. Ewing Services. Issued on 10/1/2018. Signature: [Signature]. MICR line: @000315 61240003584 325076365797.

Check number: 316 | Amount: \$77.38

Check number 316, Amount \$77.38. Payable to: T.H. Ewing Services. Issued on 10/1/2018. Signature: [Signature]. MICR line: @000316 61240003584 325076365797.



Dashboard

Reconcile

Banking

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## Ventura Council of Governments

BoFA - 5797, Period Ending 10/31/2018

Accounting

## RECONCILIATION REPORT

My Accountant

Reconciled on: 11/03/2018

Apps

Reconciled by: Hugh Riley

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

	USD
Beginning balance	93,573.03
Payments cleared (4)	-6,895.39
Other credits cleared (0)	0.00
Ending balance	86,677.64
Transactions as of 10/31/2018	-25.00
Balance as of 10/31/2018	86,652.64
Transactions after 10/31/2018	0.00
Transactions after 10/31/2018	-3,422.50
Balance as of 11/03/2018	83,230.14

Payments cleared (4)

TYPE	REF NO.	PAYEE	AMOUNT (USD)
------	---------	-------	--------------



P.O. Box 15284  
Wilmington, DE 19850

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

*Reconciled*

## Bus Platinum Privileges

### Customer service information

1.888.BUSINESS (1.888.287.4637)

bankofamerica.com

Bank of America, N.A.  
P.O. Box 25118  
Tampa, FL 33622-5118

Prepared: *[Signature]* Date: 11/3/18  
Approved: *[Signature]* Date: 11/3/18

## Your Business Advantage Savings Bus Platinum Privileges

for October 1, 2018 to October 31, 2018

VENTURA COUNCIL OF GOVERNMENTS

Account number: 3250 6796 1346

### Account summary

Beginning balance on October 1, 2018	\$67,045.14
Deposits and other credits	1.71
Withdrawals and other debits	-0.00
Service fees	-0.00
Ending balance on October 31, 2018	\$67,046.85

# of deposits/credits: 1

# of withdrawals/debits: 0

# of days in cycle: 31

Average ledger balance: \$67,045.19

Average collected balance: \$67,045.19

Annual Percentage Yield Earned this statement period: 0.03%

Interest Paid Year To Date: \$17.95.

Bank of America Business Advantage

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Our Mobile Banking app<sup>1</sup> is certified by J.D. Power® for providing "An Outstanding Customer Experience."<sup>2</sup>

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<sup>1</sup> Mobile Banking requires that you download the Mobile Banking app and is only available for select mobile devices. Message and data rates may apply.

<sup>2</sup> For J.D. Power award information, visit [jdpower.com](http://jdpower.com).

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## Your savings account

VENTURA COUNCIL OF GOVERNMENTS | Account # 3250 6796 1346 | October 1, 2018 to October 31, 2018

### Deposits and other credits

Date	Description	Amount
10/31/18	Interest Earned	1.71
Total deposits and other credits		\$1.71

### Daily ledger balances

Date	Balance (\$)	Date	Balance (\$)
10/01	67,045.14	10/31	67,046.85

Bank of America **Business Advantage**

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<sup>1</sup> You may elect to receive alerts via text or email. Bank of America does not charge for this service but your mobile carrier's message and data rates may apply. Delivery of alerts may be affected or delayed by your mobile carrier's coverage.

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Dashboard

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&gt; Bank register &gt; History by account &gt; Report

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Ventura Council of Governments

BoFA MM - 1346, Period Ending 10/31/2018

Accounting

## RECONCILIATION REPORT

My Accountant

Reconciled on: 11/03/2018

Apps

Reconciled by: Hugh Riley

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

	USD
Beginning balance	67,045.14
and	1.71
Payments cleared (0)	0.00
Other credits cleared (0)	0.00
Ending balance	67,046.85
Transactions as of 10/31/2018	-25.00
Balance as of 10/31/2018	67,021.85

## Information

Checks and payments as of 10/31/2018


TYPE	REF NO.	PAYEE	AMOUNT (USD)
Expense		Channel Counties Division LOCC	-25.00





**VENTURA COUNCIL  
OF GOVERNMENTS**

**MEMORANDUM**

**TO:** Board of Directors  
**FROM:** Hugh Riley, Executive Director   
**SUBJECT:** Register of Warrants and Debt Card Transactions  
**DATE:** November 8, 2018

---

**Recommendation:**

Approve the Register of Warrants for expenditures and Debit Card Transactions incurred from September 1, 2018. To October 31, 2018

---

**Discussion:**

This report presents expenditures including bank debit card transactions incurred by the Ventura Council of Governments for the period September 1, 2018 thru October 31, 2018. It is prepared in addition to the Financial Report so that the Board 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  
November 8, 2018  
Transactions from September 1, 2018 to October 31, 2018

<u>Check #</u>	<u>Date</u>	<u>Paid To</u>	<u>Inv. Date</u>	<u>Description</u>	<u>Amount Paid</u>
310	09/05\18	Channel Counties Division	09/05/18	Division Reception-LOCC	\$ 25.00
311	09/10/18	Alliance Insurance Services	09/03/18	Special Liability Insurance Prog.	\$ 1,610.03
312	09/10/18	City of Camarillo	08/20/18	Video Services-Meeting	\$ 39.53
313	10/01/18	Hugh Riley Pro. Management	09/30/18	Executive Administration Travel-Mileage	\$ 6,562.50 78.42 \$ 6,640.92
314	10/04/18	PostNet	10/01/18	Printing and Copying	\$ 67.09
315	10/04/18	TLH Staffing Services	09/05/18	Accounting Services	\$ 110.00
316	10/29/18	City of Camarillo	10/12/18	Video Services-Meeting	\$ 77.38

Register of Debit Card Transactions  
Ventura Council of Governments  
November 8, 2018


Transactions from September 1, 2018 to October 31, 2018

<u>Card #</u>	<u>Date</u>	<u>Paid To</u>	<u>Inv. Date</u>	<u>Description</u>	<u>Amount Paid</u>
8421	09/17/18	Hyatt Centric-Long Beach	09/17/18	Lodging/Meals LOCC Conf.	\$ 544.66
8421	09/21/18	Staples-Simi Valley	09/21/18	Supplies- Certificates	\$ 64.30



MEMORANDUM

TO: Board of Directors

FROM: Hugh Riley, Executive Director 

SUBJECT: SCAG Regional Council District Representative Vacancies

DATE: November 8, 2018

---

**Recommendation:**

Confirm the election of the following candidates for SCAG Regional Council Representative:

**District 46-** Tim Holmgren, City Council Member- City of Fillmore  
**District 47-** David Pollock, City Council Member- City of Moorpark

**Discussion:**

Council Member John Procter, City of Santa Paula, currently serving as the SCAG, District 46 Regional Council Representative, and Council Member Glen Becerra, City of Simi Valley currently serving as the SCAG, District 47 Regional Council Representative elected not to seek a new term on their respective City Councils. This created vacancies for these positions.

VCOG issued a Call for Candidates for the positions with an elections scheduled for November 19, 2018. The deadline for receipt of nominations by VCOG was October 15, 2018 for District 46 and October 19, 2018 for District 47. Nominations were received within the deadline from the following:

District 46- Tim Holmgren, City Council Member- City of Fillmore  
District 47- David Pollock, City Council Member- City of Moorpark


Since both positions were un-contested, the scheduled elections were cancelled on October 22, 2018. Mr. Holmgren and Mr. Pollock will serve two-year terms on the SCAG Regional Council beginning in January, 2019.



**VENTURA COUNCIL  
OF GOVERNMENTS**

**MEMORANDUM**

**TO:** Board of Directors

**FROM:** Hugh Riley, Executive Director 

**SUBJECT:** Adoption of VCOG Meeting Schedule for 2019

**DATE:** November 8, 2018

---

**Recommendation:**

Adopt proposed VCOG 2019 Meeting Schedule for the Board and the Legislative and Administrative Committees.

---

**Discussion:**

Staff has prepared a proposed 2019 Meeting Schedule for the Board, the Administrative Committee and the Legislative Committee based on past practices. The proposed schedule has been reviewed and approved by the 2018 Administrative Committee.

The meeting dates for the Legislative Committee have been changed to coincide with the Administrative Committee Meeting Schedule instead of the afternoons prior to the Board Meeting.

Attached: VCOG Meeting Schedule - 2019



## Schedule of VCOG Meetings for 2019

Board Meeting- City Council Chambers  
**Thursdays** from 5:00 p.m. to 6:30 p.m.

January 10, 2019  
March 14, 2019  
May 9, 2019  
June 13, 2019 (*Annual Dinner*)  
July 11, 2019  
September 12, 2019  
November 14, 2019

Legislative Committee— Admin or Central Conference Room-  
**Thursdays** from 3:00 p.m. to 4:00 p.m. (*Coincides with  
Administrative Committee meetings*)

January 24, 2019  
March 28, 2019  
May 23, 2019  
June 27, 2019  
July 25, 2019  
October 3, 2019  
November 21, 2019

Administrative Committee – Admin or Central Conference Room  
**Thursdays** from 4:00 p.m. to 6:00 p.m.


January 24, 2019  
March 28, 2019  
May 23, 2019  
June 27, 2019  
July 25, 2019  
October 3, 2019  
November 21, 2019



**VENTURA COUNCIL  
OF GOVERNMENTS**

**MEMORANDUM**

**TO:** Board of Directors

**FROM:** Hugh Riley, Executive Director / 

**SUBJECT:** Unlocking the Power of Prefunding to Lower Liabilities,  
Reduce Costs and Maximize Assets

**DATE:** November 8, 2018

---

**Recommendation:**

Receive presentation from the Public Agency Retirement Services (PARS)

---

**Background:**

For over 30 years, PARS has offered retirement services designed specifically for each public agency's unique needs with the underlying objective of providing superior employee benefits while increasing management effectiveness, reducing operating costs, and relieving staff administration burdens. For nearly 30 years the PARS Team has consulted with over a thousand public agencies, administering programs that have cumulatively saved hundreds of millions of dollars in public resources.

The PARS approach has been highly successful because they foster a collaborative and highly responsive service-oriented relationship with each individual public agency from the beginning stages of program design and implementation through ongoing administration and beyond.

Mitch Barker, Executive Vice President for PARS and Tory Millazo, Senior Portfolio Manager of Highmark Capital, PAR's investment management partner will present an overview.