#### **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**

<u>City of Camarillo</u> Jan McDonald, Member Tony Trembley, *Alternate* 

<u>City of Oxnard</u> Tim Flynn, Member Dorina Padilla, *Alternate Alternate* 

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

<u>City of Fillmore</u> Carrie Broggie , Member Diane McCall, *Alternate* 

<u>City of Port Hueneme</u> Sylvia Muñoz Schnopp, Member Will Berg, *Alternate* 

<u>City of Thousand Oaks</u> Al Adam, Member Rob McCoy, *Alternate*  City of Moorpark
Janice Parvin, Member
Dr. Roseann Mikos, Alternate

<u>City of San Buenaventura</u> Matt LaVere, Member Cheryl Heitman, *Alternate*  <u>City of Ojai</u> Randy Haney, Member Paul Blatz, *Alternate* 

City of Santa Paula John Procter, Member Jenny Crosswhite,

<u>County of Ventura</u> 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:
  - <u>District 46</u>- 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. <u>UNLOCKING THE POWER OF PREFUNDING TO LOWER LIABILITIES</u>, <u>REDUCE COSTS AND MAXIMIZE ASSETS</u> 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

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

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 <u>Thursday</u>, <u>September 27</u> 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 Count'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)
- 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*)
- 8. BOARD MEMBER COMMENTS & REQUESTS FOR FUTURE AGENDA ITEMS NONE
- 9. ADJOURNMENT Meeting adjourned at 6:25 p.m. to September 20, 2018

#### **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	Business Interest				
America	Maximizer 1346	N/A	\$5.14	0.03%	\$67,046.85

<sup>\*</sup>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

## BALANCE SHEET

As of October 31, 2018

·	·	·	TOTAL
ASSETS			
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
Total Bank Accounts			\$153,699.49
Accounts Receivable		;	
Accounts Receivable (A/R)			0.00
Total Accounts Receivable	er Carlon San San San San San San San San San Sa		\$0.00
Other Current Assets			
Undeposited Funds			0.00
Total Other Current Assets			\$0.00
Total Current Assets		··································	\$153,699.49
TOTAL ASSETS			\$153,699.49
LIABILITIES AND EQUITY			
Liabilities		•	
Current Liabilities			
Accounts Payable		•	
Accounts Payable (A/P)			3,422.50
Total Accounts Payable			\$3,422.50
Other Current Liabilities			
Payroll Liabilities			-1.04
Total Other Current Liabilities			\$-1.04
Total Current Liabilities			\$3,421.46
Total Liabilities	A SALAR CONTRACTOR		\$3,421.46
Equity	**************************************		
Opening Balance Equity			111,292.08
Unrestricted Net Assets			-1,083.91
Net Income	• •	•	40,069.86
Total Equity		•	\$150;278.03
TOTAL LIABILITIES AND EQUITY			\$153,699.49
			φ150,033.49

#### **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
Total Other Types of Income	6.79
Total Income	\$65,060.79
GROSS PROFIT	\$65,060.79
Expenses	
Contract Services	
Accounting Fees	550.00
Executive Administration	17,687.50
Research Grant - CLU	2,400.00
Total Contract Services	20,637.50
Miscellaneous Expense	116.91
Operations	
Printing and Copying	248.24
Supplies	88.30
Website	. 645.00
Total Operations	981.54
Other Types of Expenses	
Insurance - Liability, D and O	1,610.03
Total Other Types of Expenses	1,610.03
Travel and Meetings	·
Conference and Meetings	1,591.53
Travel	78.42
Total Travel and Meetings	1,669.95
Total Expenses	\$25,015.93
NET OPERATING INCOME	\$40,044.86
NET INCOME	\$40,044.86

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

July 2018 - June 2019

		TOTAL	
	ACTUAL	BUDGET	REMAINING
Income			
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
Total Other Types of Income	5.08	8.00	2.92
Safe Passages Grant Appropriation		8,000.00	8,000.00
Total Income	\$65,059.08	\$76,500.00	\$11,440.92
GROSS PROFIT	\$65,059.08	\$76,500.00	\$11,440.92
Expenses			
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
Total Contract Services	20,637.50	59,700.00	39,062.50
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
Total Operations	981.54	1,500.00	518.46
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		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
Total Travel and Meetings	1,669.95	13,500.00	11,830.05
Total Expenses	\$25,015.93	\$76,500.00	<b>\$51,484.</b> 07
NET OPERATING INCOME	\$40,043.15	\$0.00	\$ -40,043.15
NET INCOME	\$40,043.15	\$0.00	\$ -40,043.15



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

\$68 706 55

# **Your Business Advantage Checking Bus Platinum Privileges**

for September 1, 2018 to September 30, 2018

**VENTURA COUNCIL OF GOVERNMENTS** 

Beginning balance on September 1, 2018

## **Account summary**

Ending balance on September 30, 2018	\$93,573.03	<sup>1</sup> Includes checks paid,d
Service fees	-0.00	Average ledger bala
Checks	-5,50 <del>9</del> .56	# of days in cycle: 3
Withdrawals and other debits	-608.96	# of Items-previous
Deposits and other credits	30,985.00	# of withdrawals/de
5-5 anning balance on September 1, 2010	300,700.33	# of deposits/credit

Account number: 3250 7636 5797

its: 2

iebits: 6

is cycle1: 4

lance: \$88,223.24

deposited items&other debits

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

Deposits and other credits

Date	Description	Amoun
09/05/18	Deposit	J- 22,074.0k
09/14/18	Deposit	<b>√</b> 8,911.00
Total dep	osits and other credits	\$30,985.00

#### Withdrawals and other debits

Date	Description	Amount
Card accou	int # XXXX XXXX XXXX 8421	
09/17/18	CHECKCARD 0914 HYATT CENTRIC PIKE LNG LONG BEACH CA 24431068258722451803997 CKCD 3640 XXXXXXXXXXXXXX8421 XXXX XXXX XXXX 8421	-544.66
09/21/18	CHECKCARD ,0919 STAPLES 00101261 SIMI VALLEY CA 24164078263105001732194 CKCD 5943 XXXXXXXXXXXXXX8421 XXXX XXXX XXXX 8421	-64.30
Subtotal:	for card account # XXXX XXXX XXXX 8421	-\$608.96
Total with	ndrawals and other debits	-\$608.96

#### Checks

Date	Check #	Amount	Date	Check #	Amoun
09/04/18	308	<b>√</b> -3,750.00	09/14/18	311*	V-1,610.03
09/10/18	309	-110.00	09/13/18	312	-39.53
			Total chec	:ks	-\$5,509.56
		Total # of	checks		

There is a gap in sequential check numbers

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\$2,500+ in new net purchases on a linked Business credit card

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\$35,000+ combined average monthly balance in linked business accounts

active use of Bank of America Merchant Services

active use of Payroll Services

onrolled in Business Advantage Relationship Rewards

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Daily ledger balances

Date	Balance (\$)
09/01	68,706.55
09/04	64,956.55
09/05	87,030.55

Date	Balance(\$)
09/10	86,920.55
09/13	86,881.02
09/14	94.181.99

Date	Balance (\$)
09/17	93,637.33
09/21	93,573.03



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

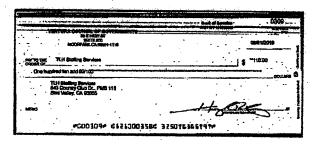
Check images Account number: 3250 7636 5797 Check number: 308 | Amount: \$3,750.00

•	CHICAL COLUMN CO	mode of hundra start for distances	0300 ·
Calculation of the Calculation o	an Philip (Thy Philipping Strangener) (LC  Transport James handed Strangener)	\$ "\$75	200
SECTION SECTIO	Mary Filler Proposition Physicoment, LLG Proposition Physicoment, LLG Proposition Physicoment, LLG Recognit, CA 11020-0057	11020	
	SE 28260003582 *806000	507638519?#	

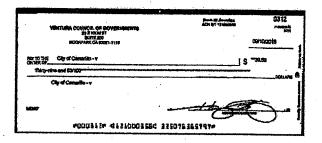
Check number: 311 | Amount: \$1,610.03

	VIENTURIA COUNCE, OF ACCUMUMENTS	Healt of America ACM By Trinsposes	0811 ***********************************
	MCC-5-MOX CT STORE 1216		09/10/2016
PER TO THE	(Mirri transmon Services		**1,810,08
Charles Sec	many air hundrad am and CSPACC		
	Affact Nazarca Services Strengtal Deach 1801 One St. Sta. 200 Nasopart Zosait, CA 62800	•	
<b>400</b> 4G.			
MEMIC.	POODSELP REZEDODSSEC S	15074345197e	-

Check number: 309 | Amount: \$110.00



Check number: 312 | Amount: \$39.53



#### 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.	
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Summary	USE
Statement beginning balance	68,706.5
Checks and payments cleared (6)	-6.118.52
Deposits and other credits cleared (3)	30.985.00
Statement ending balance	93,573:03
Uncleared transactions as of 09/30/2018	-25.00
Register balance as of 09/30/2018	93.548.03
Cleared transactions after 09/30/2018	0.00
Uncleared transactions after 09/30/2018	-6.818.01
Register balance as of 10/05/2018	86,730.02

#### Details

#### Checks and payments cleared (6)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
08/31/2018	Bill Payment	309	TLH Staffing Services	-110.0C
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

## 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			, ,	

Total

-25.00

1 1 1	a fortal and an	2.6	 	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



**VENTURA COUNCIL OF GOVERNMENTS** 

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# Your Business Advantage Savings Bus Platinum Privileges

for September 1, 2018 to September 30, 2018

**VENTURA COUNCIL OF GOVERNMENTS** 

## **Account summary**

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

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

Account number: 3250 6796 1346

# 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

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# Deposits and other credits

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

Daily ledger balances

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

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ARH98YHQ | SSM-03-18-0013.B

#### 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	USI
Statement beginning balance	67,043.4!
Interest earned	1.6
Checks and payments cleared (0)	0.0
Deposits and other credits cleared (0)	
Statement ending balance	0.00 67,045.14
Uncleared transactions as of 09/30/2018	-25.00 

#### Additional Information

Uncleared checks and payments as of 09/30/2018

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD
09/05/2018	Expense	and the second of the second o	Channel Counties Division LO	-25.00
Total	-			-25.00

**VENTURA COUNCIL OF GOVERNMENTS** 

MOORPARK, CA 93020-0157

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

# Your Business Advantage Checking **Bus Platinum Privileges**

for October 1, 2018 to October 31, 2018

VENTURA COUNCIL OF GOVERNMENTS

#### Account summary

Ending balance on October 31, 2018	\$86,677.64
Service fees	-0.00
Checks	- <b>6,895</b> .39
Withdrawals and other debits	-0.00
Deposits and other credits	0.00
beginning valance on October 1, 2016	\$95,573.03

Account number: 3250 7636 5797

# of deposits/credits: 0

# of withdrawals/debits: 4

# of items-previous cycle1: 7

# of days in cycle: 31

Average ledger balance: \$87,224.17

Uncludes checks paid, deposited items&other debits

Bank of America Business Advantage



# Banking at your fingertips

Online Banking

Our Mobile Banking appl is certified by J.D. Power\* for providing "An Outstanding Customer Experience."

Tip of the month To learn more, and download it for free, visit bankofamerica.com/getmobileapp.

Mobile Banking requires that you download the Mobile Banking app and is only available for select mobile devices. Message and data rates may apply \*Mouse Bank of requires that you do record the mount of the second of th



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

#### Checks

Amount	Date Check #	Amount	Check #	Date
(-110.00	10/09/18 315	-6,640.92	313	10/03/18
<del>-77.38</del>	10/30/18 —316	-67.09	314	10/09/18
-\$6,895.39	Total checks	• • • • • • • • • • • • • • • • • • • •		
A	Total # of checks			

#### 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
- √ S15,000+ 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.

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		24 1	

#### Bank of America Business Advantage

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Your Digital Tip of the Month

# Sign up for online alerts today

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

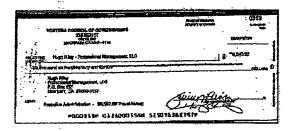
Log in or enroll at bankofamerica.com/smallbusiness and click on Alerts in the Activity Center.

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. ©2018 Bank of America Corporation | ARTCRPG | SSM-03-18-0017.B

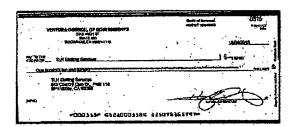


VENTURA COUNCIL OF GOVERNMENTS | Account # 3250 7636 5797 | October 1, 2018 to October 31, 2018

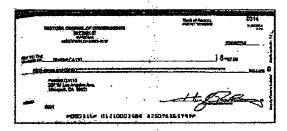
Check images
Account number: 3250 7636 5797
Check number: 313 | Amount: \$6,640.92



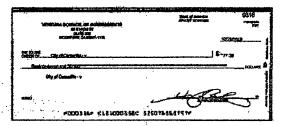
Check number: 315 | Amount: \$110.00



Check number: 314 | Amount: \$67.09



Check number; 316, | Amount: \$77.38



**TYPE** 

Dashboard	Reconcile	y 30°	and the second s	See Company (Co.)
Banking	> Bank register > History by account > Repo	rt		
Sales	ion report		Summary   Recond	ile!
1	Statement ending date			
Expenses	10/31/2018	-		
Workers	information		Ę	- -
Reports			*	
Taxes	Ventura Council of Governme	ents	_	
	BofA - 5797, Period Ending 10/31/201	8		
Accounting	_			
i <del>ğ</del>	RECONCILIATION REPORT			٧.
My Accountant				•
∯ t	Reconciled on: 11/03/2018	,		•
Apps		:	•	
•	Reconciled by: Hugh Riley	···		
24.4	made to transactions after this date aren't include	d in thi	s report.	
			USD	
**		:		
	ginning balance		·	
·	other credits cleared (0)			
** -	other credits cleared (0) ding balance	······································	86,677.64	
	ding balance	********	00,077.04	
	ınsactions as of 10/31/2018		-25.00	
	nce as of 10/31/2018			
				:
in t	actions after 10/31/2018		-3,422.50	
	nce as of 11/03/2018		83,230.14	
:			· .	
	payments cleared (4)	•		

REF NO.

PAYEE

AMOUNT (USD)



VENTURA COUNCIL OF GOVERNMENTS

MOORPARK, CA 93020-0157

P.O. Box 15284 Wilmington, DE 19850

PO BOX 157

Remulet

Bus Platinum Privileges

#### **Customer service information**

**1.888.BUSINESS (1.888.287.4637)** 

Account number: 3250 6796 1346

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

Prepared Land House bate 11/3/18
Approved: 1/3/18

# Your Business Advantage Savings Bus Platinum Privileges

for October 1, 2018 to October 31, 2018

**VENTURA COUNCIL OF GOVERNMENTS** 

#### Account summary

Beginning balance on October 1, 2018	567,045.14
Deposits and other credits	1.71
Withdrawals and other debits	-0.00
Service fees	-0.00
Ending balance on October 31, 2018	\$67 D46 85

# of deposits/credits: 1

# of withdrawals/debits: 0

# of days in cycle: 31

Average ledger balance: \$67,045,19 Äverage collected balance: \$67,045,19

Annual Percentage Yield Earned this statement period: 0.03%. Interest Paid Year To Date: \$17.95.

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Tip of the month

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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 JD. Power award information, visit jobower com. 
Q2018 Bank of America Corporation. | ABFSTRPR. | SSN4-02-18-0009/B.



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 Eamed	;	1,71
Total depo	osits and other credits		\$1.71

## Daily ledger balances

Date	Balance (\$)	Date:	Balance(\$)
10/01	67,045.14	10/31	67,046,85

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Banking	> Bank register	> History by account >	Report	
Sales	ion repor	t	·	Summary   Reconcile
Expenses		Statement ending date		
Lxpenses		10/31/2018	<b>▼</b>	
Workers	information			9
Reports		AND THE RESIDENCE OF THE PERSON OF THE PERSO		•

Accounting

**Taxes** 

# RECONCILIATION REPORT

**Ventura Council of Governments** 

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

My Accountant

Reconciled on: 11/03/2018

Apps

Reconciled by: Hugh Riley

	USD
ginning balance	67,045.14
<u>3d</u>	1.71
payments cleared (0)	0.00
other credits cleared (0)	
ding balance	67,046.85
insactions as of 10/31/2018	-25.00
nce as of 10/31/2018	67,021.85

#### formation

ecks and payments as of 10/31/2018

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

#### **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

Check#	<u>Date</u>	Paid To	Inv. Date	Description	An	Amount Paid
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	↔	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
					G	\$ 6,640.92
314	10/04/18	PostNet	10/01/18	Printing and Copying	↔	62.09
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

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

# **OF GOVERNMENTS**

#### **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 createdvacancies 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.

#### **MEMORANDUM**

TO:

**Board of Directors** 

FROM:

Hugh Riley, Executive Director / June 2

**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

#### **VENTURA COUNCIL**



#### **OF GOVERNMENTS**

# 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

<u>Administrative Committee</u> – Admin or Central Conference Room <u>Thursdays</u> 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.