



VENTURA COUNCIL OF GOVERNMENTS

AGENDA

The meeting will be via Zoom Webinar
PUBLIC ACCESS LINK

<https://us02web.zoom.us/j/85926179357?pwd=TVhlZG84aURkY0N4eUhnQktNM1A4dz09>

Thursday, January 14, 2021
5:00 p.m.

In light of Governor Newsom's State of Emergency declaration regarding the COVID-19 outbreak and in accordance with Executive Order N-29-20 and the Guidance for Gatherings issued by the California Department of Public Health, councilmembers will participate in the meeting from individual remote locations, which is in accordance with the Governor's Executive Order. Members of the public are encouraged to attend the meeting remotely. Persons who wish to address the council on an item to be considered at this meeting are asked to submit comments in writing to the council at ridgeriley@msn.com by 4:30 PM, Tuesday, November 10, 2020. Due to the current circumstances if you would like to ask a question or offer a verbal public comment on any item on the agenda during the meeting, please e-mail your question or public comment to ridgeriley@msn.com. Any question or public comment received will be read into the record during the public comment portion of this meeting. In compliance with the American's with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in the Council meeting, please contact VCOG staff at 805 217-9448. Notification of at least 48 hours prior to the meeting time will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting.

**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.**

1. CALL TO ORDER AND FLAG SALUTE

2. ROLL CALL

3. PUBLIC COMMENT

At this time, members of the public that have registered to participate may comment on any item not appearing on the agenda. Individual Board Members may briefly respond to Public Comments or ask questions for clarification.

4. SEATING OF 2021 VCOG CHAIR AND ELECTION OF CHAIR-ELECT p. 4 - Nominating Committee Report and Election of VCOG Chair and Chair Elect for 2020. **Action:** Seat Jenny Crosswhite, City of Santa Paula as Chair for 2021 and elect a Chair-Elect for 2021.

MEMBERS

City of Camarillo
Kevin Kildee, Member
Susan Santangelo, Alternate

City of Fillmore
Mark Austin, Member
Diane McCall- Alternate

City of Moorpark
Janice Parvin, Member
Chris Enegren, Alternate

City of Ojai
Ryan Blatz, Member
Randy Haney, Alternate

City of Oxnard
Bert Perello, Member
Oscar Madrigal, Alternate

City of Port Hueneme
Member - To Be Named
Alternate - To Be Named

City of San Buenaventura
Lorrie Brown,, Member
Alternate - To Be Named

City of Santa Paula
Jenny Crosswhite, member
Andy Sobel; Alternate

City of Simi Valley
Ruth Luevanos, Member
Mike Judge, Alternate

City of Thousand Oaks
Al Adam, Member
Bob Engler, Alternate

County of Ventura
Bob Huber, Member
Alternate - To Be Named

5. **EXECUTIVE DIRECTOR'S REPORT** – (Attached)

6. **AGENCY REPORTS** – Oral Reports If Representatives Attend

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

7. **CONSENT CALENDAR**

- A. **Summary of November 12, 2020 Meeting** p. 6 – Approve Meeting Summary for the November 12, 2020. **Action:** Approve Meeting Summary as published.
- B. **Financial Report** p. 10 - Approve Ventura Council of Governments Financial reports for the Budget Period November 12, 2020 to January 8, 2021. **Action:** Approve Financial Report
- C. **Register of Warrants & Debit Card Transactions** p. 16 - Approve the Register of Warrants for Expenditures and Debit Card Transactions incurred from November 12, 2020 to January 8, 2021. **Action:** Approve Register of Warrants and Debit Card Transactions.
- D. **2021 VCOG Legislative Program** p. 19 - Review of Legislative Program for 2021 and refer to Legislative Committee for Recommendations. **Action:** Refer Draft 2021 VCOG Legislative Program to the Administrative Committee for Recommended Changes.
- E. **2021 VCOG Program of Priorities** p. 25 - Review of Program of Priorities for 2021 and refer to Administrative Committee for Recommendations. **Action:** Refer Draft 2021 VCOG Program of Priorities to the Administrative Committee for Recommended Changes.
- F. **Appointments to SCAG Policy Committees** p. 28 - Confirm appointments to SCAG Policy Committees. **Action:** Approve Staff Recommendation.
- G. **Budget Amendment For REAP Program Expenses for F.Y. 2020-2021** p. 32 – Amendment to VCOG 2020-2021 Operating Budget adjusting Expense Items for Various Project Expenses with the same overall project budget Total of \$199,360. **Action:** Adopt VCOG Resolution No. 2001-01 Amending the 2020-2021 VCOG Operating Budget.
- H. **2021 VCOG Strategic Plan Update** p. 38 - Consideration of an updated 2021 VCOG Strategic Plan. **Action:** Approve 2021 VCOG Strategic Plan
- I. **Adoption of 2021 VCOG Schedule of Meetings** p. 45- Adopt Schedule of VCOG Meetings for the Council and Admin Committee. **Action:** Approve Staff Recommendation.

8. **PRESENTATION ITEMS**

- A. **Appointment of 2021 VCOG Administrative Committee** p. 47 - Upon recommendation of the Chair, approve the appointment of Al Adam, City of Thousand Oaks as At-Large Member of the Administrative Committee and defer appointment of second At-Large Member to the March 11, 2021 Council Meeting. **Action:** Approve Chair's recommendation.

- B. **Memorandum of Agreement between VCOG and VCTC** p. 49 Review and Approve a Memorandum of Agreement (MOA) with the Ventura County Transportation Commission for the VCOG Regional Early Action Planning Project No. 5, "Vehicle Miles Traveled Adaptive Mitigation Program" **Action:** Approve MOA with VCTC and Authorize Chair to sign.
- C. **Housing Accountability Act Compliance – "Cities Can't Just Keep Saying No to Housing Development Projects Their Constituents Don't Support"**- p. 53 Jason Rhine, Assistant Legislative Director, League of California Cities will provide a Presentation on the California Housing Accountability Act. **Action:** Receive Report from Jason Rhines.

9. **COUNCIL MEMBER COMMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS**

Any Council 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.

10. **ADJOURNMENT: 5:00 PM – Next Meeting- March 11, 2020**

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).




**VENTURA COUNCIL
OF GOVERNMENTS**

Item 4

MEMORANDUM

TO: Council Members and Alternates

FROM: Hugh Riley, Executive Director 

SUBJECT: Seating of 2021 VCOG Chair and Election of Chair-Elect for 2021

DATE: January 14, 2021

Recommendation:

It is recommended that the Council Confirm Jenny Crosswhite as Chair for 2021 and elect a Chair-Elect for 2021.

Discussion:

Under the VCOG Joint Powers Authority Agreement, the 2020 Chair-Elect automatically becomes Chair at the beginning of the new calendar year and the Council elects a new Chair-Elect. City of Santa Paula Council Member Jenny Crosswhite was elected Chair-Elect in January 2019 and thus becomes VCOG Chair for 2021. (At this Point, Crosswhite assumes the Chair's Seat and presides over the remainder of the Item.

The VCOG Nominating Committee met on November 19, 2020 and nominated Camarillo City Council Member Kevin Kildee was nominated for the office of Chair-elect for 2021.a .

Procedure for electing Chair-Elect:

- Chair reports on Nominating Committee's Nomination for Chair-elect
- Chair asks for nominations for Chair-elect from the Council. (Self-nominations are acceptable)
- A voice or show of hands for each nominee in the order of their nomination. Any member may request a secret ballot.
- The first nomination to receive a majority vote of the members present is the Chair-elect.
- If there are no additional nominations from the Council- the Committee-Nominated Chair-elect (Crosswhite) is elected by acclamation.

PAST VCOG CHAIRS

2020 – Janice Parvin - Moorpark
2019 - Al Adam – Thousand Oaks
2018 – Bob Huber – Simi Valley
2017 - John Procter – Santa Paula
2016 – Janice Parvin, Moorpark
2015 – Al Adam, Thousand Oaks
2014 – Jan McDonald, Camarillo
2013 – Bob Huber, Simi Valley
2012 - Tim Flynn, Oxnard
2011 – Janice Parvin, Moorpark
2010 – Aguirre, Santa Paula
2009 – P. Miller, Simi Valley
2008 – Holden, Oxnard



MEETING SUMMARY

ITEM 7A

November 12, 2020

5:00 p.m.

VIA ZOOM Webinar

1. **CALL TO ORDER & FLAG SALUTE** – The meeting was called to Order at 5:05 PM by Chair Parvin. The Flag Salute was led by Chair Parvin.

2. ROLL CALL

Present:

Janice Parvin, Chair, City of Moorpark
Jenny Crosswhite, Chair-Elect, City of Santa Paula
Al Adam, City of Thousand Oaks
Kevin Kildee, City of Camarillo
Tim Holmgren, City of Fillmore
Sylvia Muniz Schnopp, City of Port Hueneme
Lorrie Brown, City of San Buenaventura
Ruth Luevanos, City of Simi Valley
Bob Huber, Supervisor, County of Ventura

Absent: Ryan Blatz, City of Ojai; Tim Flynn, City of Oxnard

Guests:

Rachel Wagner, Regional Affairs Officer, SCAG
Amanda Fagan, Director of Planning and Policy, V.C.T.C.
Dr. Chris Williamson, AICP, Housing Programs Specialist
Mike Petit, Assistant County Executive Officer, Ventura County
Patrick Maynard, Director, Ventura County Sheriff, Office of Emergency Services
Melissa Livingston- Director of the Ventura County Human Services Agency
Jennie Pittman, Human Services Agency Deputy Director

3. PUBLIC COMMENT – NONE-

NOTE: The Public was able to access the meeting by advising VCOG Staff in advance
<https://us02web.zoom.us/j/82457797698?pwd=OVJSTE05VUU5dVU3d0FveTJxYjVIZz09>

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

- **2020 Legislative Update** – Riley briefly discussed the Final Bill Summary for 2020 including bills of interest.
- **VCOG Administrative Committee-** Riley reported that the Administrative Committee met on October 15, 2020 via ZOOM Conference Call. The Committee received a Financial Report from Executive Director Riley and, serving as the Nominating Committee, Nominated Kevin Kildee to serve as Incoming Chair during 2021. The Committee also reviewed the following items:

1. Revised REAP Grant-Application
2. VCOG Strategic Plan Revisions- 3rd Draft
3. Proposed VCOG Meeting Schedule for 2021

- **SCAG Regional Council Elections** – Referenced for later during the meeting.
- **2021 VCOG Meeting Schedule** – Riley presented the Administrative Committee's is recommended VCOG Meeting Schedule for 2021. The Schedule follows past practice for meeting intervals. The November 2021 Meeting would have fallen on the 11th- Veteran's Day so the Committee is recommending a change to November 4, 2021. Meetings will continue to be via ZOOM Conference Call or Webinar until further notice.
- **Council Reorganization-Filling Vacancies-** Riley asked the members to urge their city staff to advise VCOG of the names and e-mails for any new Council Members and notify VCOG when representatives and alternates are appointed to serve on VCOG. This will assist staff in ensuring that all members are fully informed.

5. AGENCY REPORTS – Oral Reports:

A. Southern California Association of Governments – Rachel Wagner, SCAG Regional Affairs Officer, reported on several upcoming SCAG events including the Annual Economic Summit that will be presented virtually.

B. Ventura County Transportation Commission- Amanda Fagan, Director of Planning and Policy introduced Darrin Peschka, Program Manager, Government and Community Relations. Amanda reported on current VCTC Projects, programs and activities

C. League of California Cities- Dave Mullinax was not available for the meeting.

D. Other- There were no other agencies or organizations present.

6. CONSENT CALENDAR

Member Crosswhite asked that Item 6E be pulled for discussion.

Motion was made by Member Crosswhite to approve Items A – D of the Consent Calendar. The Motion was **Seconded** by Member Huber. The motion carried without opposition. The Motion carried without opposition

- A. Summary of September 10, 2020 Meeting** - Approve Meeting Summary for the September 10, 2020 VCOG Meeting. **ACTION:** Approve Meeting Summary as published.
- B. Financial Report** - Approve Ventura Council of Governments Financial report for the Budget Period September 5, 2020 to November 6, 2020 to **ACTION:** Approve Financial Report
- C. Register of Warrants & Debit Card Transactions** - Approve the Register of Warrants for Expenditures and Debit Card Transactions incurred from August 28, 2020 to November 8, 2020 to. **ACTION:** Approve Register of Warrants and Debit Card Transactions.
- D. Acknowledge Engagement Letter- EideBailly for 2019-2020 Independent Audit**
Acknowledge and confirm Audit Engagement Letter with EideBailly for Independent Audit for VCOG F.Y. 2019-2020 for a fee not to exceed \$5,250. **ACTION:** Confirm Audit Engagement Letter.

E. 2021-SCAG Regional Council Elections- Districts 45 and 47 **ACTION:** Direct Staff to Issue Election Notice and Call for Candidates for Representatives to SCAG Regional Council for Sub-region Districts 45 and 47. Member Crosswhite suggested that the schedule for the selection of SCAG, Regional Council Members be accelerated to reduce the time VCOG would be without representation. Riley suggested that the deadline for perspective candidates be changed from March 5, 2021 to February 12, 2021.

Motion was made by Member Crosswhite to approve the Consent Calendar Item E with change recommended by Riley. The Motion was **Seconded** by Member Munoz Schnopp. The Motion carried without opposition.

Roll Call: Ayes: 7 – Nays: 0.

7. PRESENTATION ITEMS

A. VCOG Strategic Plan Update- Review and Discuss Draft of Updated VCOG Strategic Plan Document - **ACTION:** Review Draft of Updated VCOG Strategic Plan and direct Staff to make any additional changes based on discussion for presentation of Final Updated Plan on January 14, 2021. The Strategic Plan Revisions- 4th Draft was presented. Chair Parvin suggested several changes to the draft. There were no other changes requested.

Motion was made by Chair Parvin to forward the Revised 4th Draft of the Updated VCOG Strategic Plan to the full Council on January 14, 2021. The motion was **Seconded** by Member Huber. The Motion carried without opposition.

B. Ventura County Emergency Shelter Plan- - **ACTION:** Receive Report on Emergency Sheltering during Disasters – The Ventura County Emergency Shelter Plan. Representatives from the County of Ventura presented the report. Presenters included: Mike Petit, Assistant County Executive Officer, Ventura County; Patrick Maynard, Director, Ventura County Sheriff, Office of Emergency Services; Melissa Livingston- Director of the Ventura County Human Services Agency; and Jennie Pittman, Human Services Agency Deputy Director.

At this Point, Member Adam had to leave the meeting.

C. Revised REAP Application and Fiscal Year 2020/2021 Budget Amendment- Review the Revised REAP Application and Approve Amendments to VCOG Operating Budget for F.Y. 2020-2021 and Adopt VCOG Resolution No. 2020-06. **ACTION:** 1.) Authorize Staff to Submit Revised REAP Application to SCAG; 2.) Authorize VCOG Chair to Execute REAP Phase 1 Grant Agreement SCAG subject to final language approval by the Executive Director if the REAP Grant is awarded; and 3.) Review and Approve Amendment to the VCOG Operating Budget for F.Y. 2020-2021 for Revised REAP Expenditures and Adopt VCOG Resolution No. 2020-06. Riley and Williamson presented the final REAP, Phase 1 Application for submittal to SCAG. The four projects in the application were explained. Williamson explained that a fifth Project involving options for mitigating Vehicle Mileage Traveled impacts of housing development projects, a new CEQA Requirement, was pulled from the Phase 1 REAP Application to be included in VCOG's Phase 2 Application.

The Grant Agreement for the Phase 2 Project, if approved and/or modified by SCAG, would be submitted to the full VCOG Council on January 12, 2021. Project 5 would have a budget of approximately \$232,000 that is the balance of the total SCAG REAP allocation not used in Phase I, Projects 1 to 4, as proposed.

Riley presented the Budget Amendment to fund the four Projects in Phase 1 of the Reap Program included in VCOG Resolution No. 2020-06.

Motion was made by Member Kildee to authorize Staff to Submit Revised REAP Application to SCAG; and to authorize VCOG Chair to Execute REAP Phase 1 Grant Agreement SCAG subject to final language approval by the Executive Director if the REAP Grant is awarded. The Motion was **Seconded** by Member Huber. The Motion carried without opposition.

Motion was made by Member Kildee to adopt VCOG Resolution No. 2020-06 Amending VCOG's Operating Budget. The Motion was **Seconded** by Member Luevanos . Roll Call Vote- Ayes 8; Nays; 0.

Motion was made by Member Kildee to adopt VCOG Resolution No. 2020-05. The Motion was **Seconded** by Member Huber. Roll Call: Ayes: 8 – Nays: 0. The Motion carried without opposition.

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

9. ADJOURNMENT – Chair Parvin adjourned the meeting at 6:55 p.m. to January 14, 2021.



**VENTURA COUNCIL
OF GOVERNMENTS**

ITEM 7B

MEMORANDUM

TO: Council Members and Alternates

FROM: Hugh R. Riley, Executive Director

SUBJECT: Financial Report

DATE: January 8, 2021

Recommendation:

Receive and file Financial Report for Period ending November 6, 2020

Discussion:

This report transmits the Ventura Council of Governments (VCOG) Financial reports for the Budget Period to January 8, 2021

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-7/31/20	Rate	Balance
Bank of A	Maximizer 2635	N/A	\$ 2.38	0.03%*	\$47,084.73
Bank of A	CD-91000164558339	7/8/21	\$.83**	0.05%	\$20,365.71

* Variable

** Earned but not paid-(Note: Available interest rate for bank certificates of deposit dropped to 0.05%).

The 2020-2021 F.Y. Budget was approved by the Council on June 11, 2020 and amended on September 10, 2020 and November 12, 2020. The Financial Report for this period reflects all expenditures including REAP Activity which included preparation of the Program Application and outreach surveys to member agency staffs for further input and project ideas.

ATTACHMENTS: Balance Sheet – As of January 8, 2021
Profit and Loss – July 1, 2020 to January 8, 2021
Budget vs. Actual - July 1, 2020 to January 8, 2021

Ventura Council of Governments

BALANCE SHEET

As of January 8, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
BofA - 5797	-905.00
BofA - 9045	75,161.72
BofA CD - 8339	20,331.60
BofA MM - 2635	47,084.73
Total Bank Accounts	\$141,673.05
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	\$141,673.05
Other Assets	
Fraud	0.00
Total Other Assets	\$0.00
TOTAL ASSETS	\$141,673.05
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	0.00
Total Accounts Payable	\$0.00
Other Current Liabilities	
Payroll Liabilities	0.00
Total Other Current Liabilities	\$0.00
Total Current Liabilities	\$0.00
Long-Term Liabilities	
Unearned Income	6,000.00
Total Long-Term Liabilities	\$6,000.00
Total Liabilities	\$6,000.00
Equity	
Opening Balance Equity	111,291.04
Unrestricted Net Assets	-4,534.88
Net Income	28,916.89
Total Equity	\$135,673.05
TOTAL LIABILITIES AND EQUITY	\$141,673.05

Ventura Council of Governments

PROFIT AND LOSS

July 1, 2020 - January 8, 2021

	TOTAL
Income	
Dues Assessments	64,992.00
Other Types of Income	
Bank Interest	33.16
Total Other Types of Income	33.16
Total Income	\$65,025.16
GROSS PROFIT	\$65,025.16
Expenses	
Contract Services	
Accounting Fees	633.75
Executive Administration	19,875.00
Total Contract Services	20,508.75
Operations	
Advertising	68.00
Printing and Copying	82.05
Website	755.00
Total Operations	905.05
Other Types of Expenses	
Insurance - Liability, D and O	1,868.94
Total Other Types of Expenses	1,868.94
REAP Project Costs	
Administration (Pre-Application)	1,375.00
Project - 1 - TASK A	11,394.76
Total REAP Project Costs	12,769.76
Travel and Meetings	
Meals	55.77
Total Travel and Meetings	55.77
Total Expenses	\$36,108.27
NET OPERATING INCOME	\$28,916.89
NET INCOME	\$28,916.89

Ventura Council of Governments

BUDGET VS. ACTUALS: VCOG ANNUAL BUDGET 7/1/20 - 6/30/21 - FY21 P&L

July 2020 - June 2021

	TOTAL		
	ACTUAL	BUDGET	REMAINING
Income			
Annual Dinner Tickets		500.00	500.00
Dues Assessments	64,992.00	64,992.00	0.00
Investments			
Interest-Savings, Short-term CD		20.00	20.00
Total Investments		20.00	20.00
REAP Income		199,360.00	199,360.00
Research Grant Appropriation		8,000.00	8,000.00
Total Income	\$64,992.00	\$272,872.00	\$207,880.00
GROSS PROFIT	\$64,992.00	\$272,872.00	\$207,880.00
Expenses			
Contract Services			
Accounting Fees	633.75	2,550.00	1,916.25
Audit		5,250.00	5,250.00
Executive Administration	19,875.00	45,000.00	25,125.00
Legal Fees		370.00	370.00
Research Grant - CLU		8,000.00	8,000.00
Total Contract Services	20,508.75	61,170.00	40,661.25
Operations			
Printing and Copying	82.05	1,500.00	1,417.95
Supplies		600.00	600.00
Website	755.00	1,500.00	745.00
Total Operations	837.05	3,600.00	2,762.95
Other Types of Expenses			
Insurance - Liability, D and O	1,868.94	1,800.00	-68.94
Total Other Types of Expenses	1,868.94	1,800.00	-68.94
REAP Project Costs			
Project - 1 - TASK A	11,394.76	12,892.00	1,497.24
Project 1 - TASK B		13,000.00	13,000.00
Project 1 - TASK C		9,968.00	9,968.00
Project 2 - TASK A		9,500.00	9,500.00
Project 2 - TASK B		10,000.00	10,000.00
Project 3 - TASK A		19,500.00	19,500.00
Project 4 - TASK A		29,250.00	29,250.00
Project 4 - TASK B		29,250.00	29,250.00
Project 4 - TASK D		29,000.00	29,000.00
Project 5 - TASK A		5,000.00	5,000.00
Project 5 - TASK B		32,000.00	32,000.00
Total REAP Project Costs	11,394.76	199,360.00	187,965.24
Travel and Meetings			
Annual Dinner		7,500.00	7,500.00

Ventura Council of Governments

BUDGET VS. ACTUALS: VCOG ANNUAL BUDGET 7/1/20 - 6/30/21 - FY21 P&L

July 2020 - June 2021


	TOTAL		
	ACTUAL	BUDGET	REMAINING
Conference and Meetings		4,842.00	4,842.00
Travel		600.00	600.00
Total Travel and Meetings		12,942.00	12,942.00
Total Expenses	\$34,609.50	\$278,872.00	\$244,262.50
NET OPERATING INCOME	\$30,382.50	\$ -6,000.00	\$ -36,382.50
NET INCOME	\$30,382.50	\$ -6,000.00	\$ -36,382.50



**VENTURA COUNCIL
OF GOVERNMENTS**

ITEM 7C

MEMORANDUM

TO: Council Members and Alternates
FROM: Hugh Riley, Executive Director 
SUBJECT: Register of Warrants and Debt Card Transactions
DATE: January 14, 2020

Recommendation:

Approve the Register of Warrants for expenditures and Debit Card Transactions incurred from November 6, 2020 to January 8, 2021

Discussion:

This report presents expenditures including bank debit card transactions incurred by the Ventura Council of Governments for the period November 6, 2020 to January 8, 2020

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
November 12, 2020

Transactions from November 6, 2020 to January 8, 2021

<u>Check #</u>	<u>Date</u>	<u>Paid To</u>	<u>Inv. Date</u>	<u>Description</u>	<u>Amount Paid</u>
404	11/07/20	PostNet CA110	11/01/20	Printing & Copying	\$ 25.36
405	11/23/20	Caroline Carter	11/19/20	Accounting Services 9-20	\$ 81.25
406	12/02/20	Hugh Riley, Pro. Management, LLC	11/30/20	REAP Application & Oversight	\$ 500.00
407	12/02/20	Hugh Riley, Pro. Management, LLC	11/30/20	Executive Administration- Nov.	\$ 3,000.00
408	12/02/20	Chris Williamson	12/02/20	Consulting Services (REAP)	\$ 1,650.00
409	12/05/20	Caroline Carter	12/04/20	Accounting Services 11-20	\$ 65.00
410	12/08/20	VC Digital	11/30/20	Printing & Copying	\$ 29.49
411				*****VOID Due to Printer Error*****	
412	01/04/21	Chris Williamson	12/31/20	Consulting Services (REAP)	\$ 1,775.00
413	01/04/21	Hugh Riley, Pro. Management, LLC	12/31/20	REAP Application & Oversight	\$ 1,375.00
		Hugh Riley, Pro. Management, LLC	12/31/20	Executive Administration- Dec.	\$ 2,250.00
				TOTAL This Check	\$ 3,625.00

Register of Debit Card Transactions Ventura Council of Governments

November 12, 2020

Transactions from November 6, 2020 to January 8, 2021


<u>Card #</u>	<u>Date</u>	<u>Paid To</u>	<u>Inv. Date</u>	<u>Description</u>	<u>Amount Paid</u>
2950	11/17/20	U.S. Postal Service	11/17/20	Postage-Award Certificates	\$ 15.20



MEMORANDUM

Item 7D.

TO: Council Members and Alternates

FROM: Hugh R. Riley, Executive Director 

SUBJECT: Review DRAFT - 2020 VCOG Legislative Program

DATE: January 14, 2021

Recommendation:

Review, DRAFT - VCOG Legislative Program for 2021 and Refer to VCOG Administrative Committee for Recommendations.

Discussion:

This report transmits the DRAFT Ventura Council of Governments (VCOG) Legislative Program for 2021. The attached document is unchanged from 2020. The Administrative Committee will review the Program at their meeting on January 28, 2020 and recommend possible changes to the Board on March 11, 2021.

ATTACHMENT: DRAFT - VCOG 2021 Legislative Program



VENTURA COUNCIL OF GOVERNMENTS

VENTURA COUNCIL OF GOVERNMENTS 2021 LEGISLATIVE PROGRAM

PURPOSE

The purpose of the Ventura Council of Governments (VCOG) Legislative Program is to protect and promote the regional interests of the governmental entities within Ventura County on priority issues and matters that may impact those entities. In this vein, VCOG's legislative efforts are intended to support the fiscal stability of local government, and to provide for and preserve local control of governance and service delivery. The annual adoption of a Legislative Platform will guide the VCOG Board (Board) and staff in evaluating and taking appropriate action upon legislative proposals introduced at the state and federal levels. The goals of VCOG's Legislative Program are to:

- Advocate the region's legislative interests at the state and federal levels;
- Inform legislators and the VCOG Board regarding key issues and legislation that could have potential impacts on the region;
- Participate with other Councils of Government, the Southern California Association of Governments (SCAG), the League of California Cities, the California State Association of Counties (CSAC), National League of Cities (NLC), Ventura County Transportation Commission (VCTC), and other regional agencies on legislative issues of importance to the region;
- Seek support and assistance for regional projects, services and programs that enhance public services.

PROCESS

The VCOG Legislative Committee, comprised of staff from the ten cities, County, and the League of California Cities representative, shall review the status of legislative proposals and make recommendations to the VCOG Board consistent with the annually adopted Legislative Platform. In addition to the direction provided in the Platform, the Committee will consider positions established by the League of California Cities, California State Association of Counties, National League of Cities, and Southern California Association of Governments. VCOG will not address matters that are not pertinent to the region's local government services, such as partisan, socially divisive, or international issues.

When timely action is needed before the VCOG Board is able to convene to authorize a position, staff is authorized to prepare position letters for the Chair's signature, provided such position is consistent with the VCOG Legislative Platform or positions established by the League of California Cities, California State Association of Counties, National League of Cities or the Southern California Association of Governments. Should any of these positions be in conflict, no action will be taken without specific Board direction.

Should the Chair not be available to sign a position letter, the Vice Chair shall be authorized to sign the letter in lieu of the Chair. If neither the Chair nor Vice Chair is available, the Executive Director shall be authorized to sign in lieu.

All members of VCOG shall receive copies of position letters prepared on behalf of VCOG.

PRIORITIES

The primary priority areas for VCOG's 2020 Legislative Program include:

- Land Use and Environment
- Housing and Blight
- Economic Development
- Public Infrastructure
- Solid Waste Management
- Public Safety
- Resources Management
- Local Governance Sustainability
- Public Health

LEGISLATIVE PLATFORM

A. LAND USE AND ENVIRONMENT

- Support legislation to extend CEQA streamlining provisions for land use projects that are consistent with the SCAG Sustainable Communities Strategy.
- Support use of cap-and-trade revenues and other funding sources for local planning activities to implement the regional Sustainable Communities Strategy.
- Seek to ensure any future funding for SB 375 implementation includes funding for local initiatives.
- Support legislation that streamlines the environmental review process for mixed-use infill development without compromising environmental quality standards.
- Support legislation and/or funding for remediation of superfund sites.

B. HOUSING AND BLIGHT

- Support amending state policies to give jurisdictions flexibility to provide affordable housing appropriate for their communities and their region, and remove disincentives and regulatory obstacles.

- Support legislation that provides funding opportunities for affordable housing projects and services.
- Support legislation that addresses occupancy levels and strengthens cities' abilities to reduce overcrowding in residential housing.
- Support permitting cities to exercise review and land use regulation of group home facilities and residential care facilities in residential neighborhoods including the application of zoning, building, and safety standards.
- Support legislation that defines an equitable process to determine a fair share of new housing needed to respond to growth trends in the region.
- Oppose legislation or regulations that threaten or usurp local control of land use decision-making.
- Support legislation that provides funding for implementing programs to prevent and address homelessness.

C. ECONOMIC DEVELOPMENT

- Support the creation where appropriate of economic development programs.
- Support the retention of Naval Base Ventura County.
- Support legislation and programs to encourage job attraction and retention, and to promote a healthy business climate for Ventura County.
- Support legislation related to internet sales to insure fair share disbursement of sales tax as opposed to the current structure.
- Support the enactment and expansion of tax increment financing authority for economic development, infrastructure, and community revitalization.

D. PUBLIC INFRASTRUCTURE

- Support legislation to provide stable, adequate, and long-term funding for public infrastructure needs including but not limited to transportation alternatives, streets and roads maintenance, water and wastewater systems.
- Support legislative efforts of the Ventura County Transportation Commission, SCAG, Caltrans, and other appropriate agencies to protect transportation funds from being diverted to other purposes.

- Support efforts of the League of California Cities, California State Association of Counties, Association of California Water Agencies, and California Association of Sanitation Agencies to establish an optional funding system for local agencies to finance storm water management, flood control, sewer and water supply projects, set rates to encourage conservation, and reduce water and sewer bills for low income customers.

E. SOLID WASTE MANAGEMENT

- Support legislation pertaining to VCOG's responsibility for approval of the regional solid waste plan.
- Support legislation that promotes long-term, cost beneficial recycling and conversion technologies.
- Support extended producer responsibility (EPR) legislation that encourages manufacturers to design environmentally friendly products.
- Oppose legislation that would restrict or limit local government's ability to franchise refuse and recycling collection services, to direct municipal or county solid waste flow (flow control), to contractually require haulers to guarantee achievement of AB 939 goals, or to local government's ability to protect landfill capacity.

F. PUBLIC SAFETY

- Support legislative efforts that strengthen local law enforcement's ability to prevent and reduce crime.
- Support funding opportunities for local law enforcement activities and emergency preparedness.
- Support increased local authority and resources to address impacts of early prisoner release policies and criminal recidivism.
- Support legislation that provides funding and resources to local governments to prevent wildfires, mudslides, and other disasters..

G. RESOURCES MANAGEMENT

- Support and encourage regulations and procedures that promote common sense implementation of State and Federal water quality control laws, and ensure State and Federal agencies work in collaboration to enable compliance with these laws.

- Support legislation to increase the availability and viability of energy efficiency and renewable energy options for public agencies, residential, and commercial customers.
- Support programs to ensure provision of a safe and reliable water supply.
- Oppose legislation that imposes new regulatory burdens on municipal utility systems without providing funding and/or consideration of the feasibility of monitoring and mitigating such requirements.

H. LOCAL GOVERNANCE SUSTAINABILITY

- Support legislation that protects local control and ensures equitable, dependable and predictable funding for vital community services.

I. PUBLIC HEALTH

- Support legislation that protects public health and preserves quality of life.
- Encourage the state of California to fund and sponsor further research into the negative impacts of anticoagulant rodenticides to determine whether the use of these products should be further restricted or banned statewide.




**VENTURA COUNCIL
OF GOVERNMENTS**

MEMORANDUM

Item 7E.

TO: Council Members and Alternates

FROM: Hugh R. Riley, Executive Director 

SUBJECT: Review DRAFT – VCOG 2020 Program of Priorities

DATE: January 14, 2021

Recommendation:

Review, Draft 2021 VCOG Program of Priorities and Refer to VCOG Administrative Committee for Recommendations.

Discussion:

This report transmits the Draft - VCOG 2021 Program of Priorities. The attached document is unchanged from 2020. The Administrative Committee will review the Program at their meeting on January 28, 2021 and recommend possible changes to the Board on March 11, 2021.

ATTACHMENT: DRAFT - VCOG 2021 Program of Priorities



VCOG 2021 PROGRAM OF PRIORITIES

2016-2040 Sustainable Communities Strategy

Collaboration with Regional Partners

Consolidation of Municipal Services to Achieve Economies of Scale and Administrative Efficiencies (e.g., public safety dispatch)

Countywide High Speed Internet Access i.e. 5G, Fiber and Broadband)

Economic Development

- Business retention/attraction issues
- Local preference in contracting and purchasing
- Sales tax measures

Fiscalization of Land Use

Homelessness

Housing Issues

- Addressing Substandard Housing
- Second Dwelling Units

Infrastructure Funding Issues

Joint Powers Authority for Provision of Countywide Fire Services (including review of methodology for establishing rates)

Legislative Priorities of:

- Land Use and Environment
- Housing and Blight
- Economic Development
- Public Infrastructure
- Solid Waste Management
- Public Safety
- Resources Management/Water Supply Reliability
- Local Governance Sustainability

Municipal Utilities Districts for Water and Wastewater

Power Plant and Energy Related Facility Siting Issues

Solid Waste Management

- Landfill Capacity and Emerging Waste-to-Energy Technology

Sustainable Groundwater Management Act (SGMA) Implementation

Technology Trends in Transportation

- Emerging Trends i.e. self-driving cars, drones, scooters and bicycles.

Transient Rentals Impacts

- Internet-based market


DRAFT



**VENTURA COUNCIL
OF GOVERNMENTS**

MEMORANDUM

Item 7F.

TO: Council and Alternates
FROM: Hugh Riley, Executive Director 
SUBJECT: Confirm Appointments to SCAG Policy Committees
DATE: January 14, 2021

Recommendation:

Confirm Staff Recommendations for appointments to SCAG Policy Committees.

Discussion:

As a member of the Southern California Association of Governments (SCAG), VCOG makes appointments to the three, SCAG Policy Committees: Energy and Environment; Transportation; and, Community, Economic and Human Development. These appointments are scheduled to be made for two-year terms beginning in January 2020. A description of the responsibilities of each of the policy committees is attached.

VCOG's Representative to the SCAG Transportation Policy Committee, Will Berg, was not re-elected creating a vacancy (to fill remainder of Will's Term). Currently, VCOG does not have a representative on the Community, Economic and Human Development Committee (CEHD).

On November 23, 2020, A notice was sent to all mayors and councilmembers of VCOG Member Cities advising them of the vacancy opportunities A copy of the notice is attached.

VCOG received requests for appointments from the following:

Misty Perez, City of Port Hueneme – Community, Economic and Human Development
Andy Sobel, City of Santa Paula,- Community, Economic and Human Development
Laura Hernandez, City of Santa Paula, Transportation Committee
There were no requests for appointment to the Other Committee

Staff is recommending that the Council confirm the appointments for the above members to serve two-year terms on the SCAG Policy Committees listed.

Transportation Policy Committee:

- Laura Hernandez, City Council, City of Port Hueneme

Community, Economic and Human Development Policy Committee:

- Andy Sobel, City Council, City of Santa Paula
- Misty Perez, City Council, City of Port Hueneme

Attachments:

1. SCAG Policy Committee Descriptions
2. Notice of Committee vacancies sent to VCOG Members

Southern California Association of Governments - Policy Committees

Energy and Environment Committee (EEC)

The Energy & Environment Committee considers environmental and energy issues of regional significance, including but not limited to air quality, water quality, solid and hazardous waste, habitat preservation, environmental justice, and environmental impact analysis.

Transportation Committee (TC)

The role of the Transportation Committee is to study problems, programs and other matters which pertain to the regional issues of mobility, air quality, transportation control measures and communications, and make recommendations on such matters to the Regional Council. Major programs that are under the purview of Transportation Committee are Regional Transportation Plan (RTP), Regional Transportation Improvement Program (RTIP), Aviation, Highway, Transportation Finance and Transportation Conformity.

Community, Economic and Human Development (CEHD) Committee

The role of the CEHD Committee is to study problems, programs and other matters which pertain to the regional issues of community, economic and human development and growth. This committee reviews projects, plans and programs of regional significance for consistency and conformity with applicable regional plans. The CEHD Committee has oversight of the Growth Visioning and Growth Forecasting processes, as well as the Regional Housing Needs Assessment, the Intergovernmental Review effort and the monitoring and analysis of the Regional Economy.



NOTICE

To Mayors and City Council Members of Member Cities Including Newly Elected Members

Dear Mayors and City Council Members:

In January 2021 VCOG will be considering appointments for 2-year terms to the following SCAG Policy Committees:

- Transportation Committee (TC) (to fill vacancy left by Will Berg, City of Port Hueneme)
- Community, Economic and Human Development Committee (CEHD)

A description of the roles and responsibilities of each committee is attached.

SCAG Policy Committees meet monthly at 10:00 AM at the SCAG Offices, Wilshire Grand Center, 900 Wilshire Blvd., Los Angeles, California. The policy committee meeting schedule for 2020 including room location is attached.

If you would like to be considered for one of these appointments please provide a letter (or e-mail) indicating the committee of interest and expressing your ability and willingness to attend the committee meetings.

Please send your letter (or e-mail) expressing your Interest no later than Thursday, December 31, 2012 to:

Hugh Riley, Executive Director
Ventura Council of Governments
P.O. Box 157
Moorpark, CA, 93020
ridgeriley@msn.com




**VENTURA COUNCIL
OF GOVERNMENTS**

ITEM 7G

MEMORANDUM

TO: Council Members and Alternates

FROM: Hugh Riley, Executive Director 

SUBJECT: Budget Amendment For REAP Program Expenses for F.Y. 2020-2021 Based on Approved MOU (Grant Agreement) With SCAG.

DATE: January 14, 2021

Recommendation:

Adopt VCOG Resolution No. 2021-01 Amending VCOG 2020-2021 Operating Budget adjusting Line-Items for Various Project Expenses with the same overall project budget total of \$199,360. **Action:** Adopt VCOG Resolution No. 2001-01 Amending the 2020-2021 VCOG Operating Budget.

1. Review and Approve Amendments to the VCOG Operating Budget for F.Y. 2020-2021 for Revised REAP Expenditures and Adopt VCOG Resolution No. 2020-06.

Discussion:

The VCOG Operating Budget for F.Y. 2020-2021 (Budget) was approved on June 11, 2020 with expenses totaling \$77,942. Since June 1, several decisions and proposed projects have occurred that will require an amendment to the Operating Budget.

On September 10, 2020, the Council adopted VCOG Resolution No. 2020-05, to amend the Operating Budget and incorporate the anticipated REAP Grant with expenditures based on the project budgets to be initially submitted.

On September 30, 2020, VCOG Staff submitted the initial REAP Grant Application and Budget. A review of the application with SCAG Staff on October 19, 2020 resulted in some modifications to the projects included in the application which will also require further changes to VCOG's Annual Operating Budget.

On November 10, 2020, the Council adopted VCOG Resolution No. 2020-06 including the revised budget for REAP Expenditures of \$199,360 for the remainder of F.Y. 2020-2021. In addition, on November 10, the Council authorized the VCOG Chair to sign a Grant Agreement (MOU) subject to final language approval by the Executive Director of VCOG.

Based on extensive continuing staff discussions and consultation with SCAG Staff, City Planning Staffs and their consultants, V.C.T.C Staff, and with other possible consulting professionals, VCOG Staff revised the REAP Application and proposed project line-item expenditures and including all five projects that were ultimately planned.

On December 14, 2020 SCAG approved VCOG's Application and awarded a grant totaling \$431,573 for the full program including \$199,360 for the current fiscal year. SCAG's Award Letter is Attached.

So that VCOG'S Operating Budget will conform to the final REAP Project Expenditures and the MOU, Staff is proposing VCOG Resolution No. 2021-01, Amending VCOG's Operating Budget for the following REAP Project Expenses:

Project 1 – Application & Outreach	\$ 35,860
Project 2 – Housing Element-CEQA	\$ 19,500
Project 3 – Inclusionary Ordinance	\$ 19,500
Project 4 - Regional ADU Package	\$ 87,500
Project 5 - Regional CEQA Compliance Streamlining for VMT Requirements (Partner Agency- VCTC)	<u>\$ 37,000</u>
TOTAL PHASE - REAP PROGRAM 2020-21:	\$199,360

**ATTACHMENT: SCAG Award Letter of December 14, 2020
VCOG Resolution No. 2021-01**



December 14, 2020

Hugh Riley
Executive Director
Ventura Council of Governments
33 East High Street, Suite 200
Moorpark, CA 93021

SOUTHERN CALIFORNIA
ASSOCIATION OF GOVERNMENTS
900 Wilshire Blvd., Ste. 1700
Los Angeles, CA 90017
t: (213) 236-1800
www.scag.ca.gov

Subject: Regional Early Action Planning (REAP) Grant Subregional Partnership Program
Award

Dear Mr. Riley:

REGIONAL COUNCIL OFFICERS

President
Rex Richardson, Long Beach

First Vice President
Clint Lorimore, Eastvale

Second Vice President
Jan C. Harnik, Riverside County
Transportation Commission

Immediate Past President
Bill Jahn, Big Bear Lake

COMMITTEE CHAIRS

Executive/Administration
Rex Richardson, Long Beach

Community, Economic &
Human Development
Jorge Marquez, Covina

Energy & Environment
David Pollock, Moorpark

Transportation
Cheryl Viegas-Walker, El Centro

SCAG is pleased to inform you the applications submitted by Ventura Council of Governments for the REAP Grant Subregional Partnership Program on November 13, 2020 and December 2, 2020 have been approved. The proposed projects meet the Program objectives to accelerate housing production, implement the 6th Cycle RHNA, and align subregional partner goals with SCAG's Connect SoCal--the 2020-2045 Regional Transportation Plan/Sustainable Communities Strategy. As you are aware, SCAG's Subregional Partnership Program was developed pursuant to the State REAP program enacted by the State of California 2019-2020 Budget Act.

The final amount of funds available for project funding for your subregion will be based on the final adopted Regional Housing Needs Assessment (RHNA) plan, which is scheduled for adoption in early 2021. Based on the current estimate, Ventura Council of Governments is eligible to receive up to \$431,573 for the authorized planning projects. The final amount will be amended after the adoption of the final RHNA Allocation Plan by the SCAG Regional Council.

Based on your indication the Council of Governments will procure and manage the projects. We will forward a Memorandum of Understanding (MOU) with the financial invoicing, performance reporting, and other legal requirements for subrecipients of the program. SCAG staff will contact you shortly to initiate the process to review and prepare the MOU and finalize the Scope of Work (SOW) for the authorized projects. The MOU will have the effective date for reimbursable program development work, which is subject to the execution of an MOU between SCAG and Ventura Council of Governments.

Congratulations on your successful application. If you have any questions, please contact Ma'Ayn Johnson, Housing Program Manager, at johnson@scag.ca.gov. SCAG looks forward to working with you on accelerating housing production and implementing the 6th cycle RHNA throughout the region.

Sincerely,

Sarah Jepson
Director of Planning

**VENTURA COUNCIL OF GOVERNMENTS RESOLUTION
NO. 2021-01**

**A RESOLUTION OF THE GOVERNING BODY OF
THE VENTURA COUNCIL OF GOVERNMENTS
AMENDING THE 2020-2021 BUDGET**

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

SECTION 1: On June 11, 2020, the Governing Body adopted a budget for Fiscal Year (FY) 2020-2021 to fund VCOG operations for the FY 2020-2021 that ends on June 30, 2021.

SECTION 2: On September 10, 2020 the Governing Body adopted VCOG Resolution No. 2020-05, Amending the FY 2020-2021 Operating Budget to incorporate changes including the cancellation of the 2020 Annual Dinner, the research grant award to CLU, the anticipated reimbursable expenditures to participate in the Southern California Association of Governments (SCAG) Regional Early Action Planning (REAP) Grant Program, and other minor line item adjustments.

SECTION 3: On November 12, 2020 the Governing Body adopted VCOG Resolution No. 2020-05, Amending the FY 2020-2021 Operating Budget to incorporate changes in the anticipated REAP Grant and Expenditures due to review by SCAG prior to approving the REAP Grant program.

SECTION 4: Based on SCAG's approval of the VCOG REAP Grant program and SCAG-provided information regarding how REAP administrative costs for the five proposed projects may be shown as one line-item in Project 1, Task C and additional funds are allocated for Project 1, Task A to cover actual incurred expenses in preparing the REAP application and finalizing the VCOG-SCAG REAP Grant contract, the REAP scope and budget the Governing Body has determined that it is necessary to amend the adopted FY 2020-2021 budget related to the REAP Grant expenditures anticipated in FY 2020-2021 and for VCOG's continued operations and payment of costs.

SECTION 5: The Governing Body agrees to adopt an amended budget for FY 2020-2021 as detailed in Attachment A.

PASSED AND ADOPTED this 14th day of January 2021.

Jenny Crosswhite, Chair

Attest:

Hugh Riley, Executive Director

ATTACHMENT A

VENTURA COUNCIL OF GOVERNMENTS FISCAL YEAR 2020/2021 AMENDED BUDGET PROPOSED

Budget Item	Fiscal Year 2020/2021 <u>1st Amend. Budget*</u>	Fiscal Year 2020/2021 <u>2nd Amend. Budget**</u>	Fiscal Year 2020/2021 <u>3rd Amend. Budget***</u>
Income			
Annual Dinner Sponsorships	-0-	-0-	-0-
Annual Dinner Tickets	500	500	500
Dues Assessments	<u>64,992</u>	<u>64,992</u>	<u>64,992</u>
Sub Total Income	65,492	65,492	65,492
Other Types of Income			
Bank Interest	20	20	20
Research Grant Appropriation	8,000	8,000	8,000
SCAG- REAP Contract	<u>178,255</u>	<u>199,360</u>	<u>199,360</u>
Total-Other Types of Income	<u>186,275</u>	<u>207,380</u>	<u>207,380</u>
Total Income	251,767	272,872	272,872
Unearned Income Liability	<u>6,000</u>	<u>6,000</u>	<u>6,000</u>
Total Income & Unearned Income	257,767	278,872	278,872
Expenses			
Contract Services			
Accounting Services	2,550	2,550	2,550
Audit	5,250	5,250	5,250
Executive Administration	<u>45,000</u>	<u>45,000</u>	<u>45,000</u>
SUB TOTAL Contract Services	52,800	52,800	52,800
REAP Project Costs			
Project 1 Application, Mgmt. & Executive Outreach	8,000	-0-	-0-
TASK A	-0-	10,500	12,892
TASK B	-0-	13,000	13,000
TASK C	-0-	780	9,968
SUB TOTAL- Project 1	-0-	24,280	35,860
Project 2			
TASK A	6,000	9,500	9,500
TASK B	6,000	10,000	10,000
TASK C	4,000	-0-	-0-
TASK D	12,500	-0-	-0-
TASK C -Administration	<u>5,025</u>	<u>1,040</u>	<u>-0-</u>
SUB TOTAL- Project 2	32,625	20,540	19,500
Project 3			
TASK A	4,000	29,250	19,500
TASK B	6,000	29,250	-0-
TASK C	8,000	69,000	-0-
TASK D	3,000	-0-	-0-
TASK D - Administration	<u>5,325</u>	<u>6,500</u>	<u>-0-</u>
SUB TOTAL- Project 3	26,125	134,000	19,500
Project 4			
TASK A	12,500	19,500	29,250
TASK B	10,000	-0-	29,250
TASK C	6,200	-0-	-0-
TASK D	24,490	-0-	29,000
TASK E	11,780	-0-	-0-
TASK F	39,410	-0-	-0-
TASK B - Administration	<u>6,025</u>	<u>1,040</u>	<u>-0-</u>
SUB TOTAL- Project 4	111,505	20,540	87,500

Project 5			
TASK A	4,000	29,250	5,000
TASK B	6,000	29,250	32,000-
TASK C	8,000	69,000	-0-
TASK D	3,000	-0-	-0-
TASK D - Administration	5,325	6,500	-0-
SUB TOTAL- Project 5	<u>26,125</u>	<u>134,000</u>	<u>37,000</u>
TOTAL REAP COSTS	178,255	199,360	199,360
Research Grant-CLU	8,000	8,000	8,000
Legal Fees	<u>370</u>	<u>370</u>	<u>370</u>
Total All Contract Services	239,425	260,530	260,530
Miscellaneous Expense	-0-	-0-	-0-
Operations			
Printing and Copying	1,500	1,500	1,500
Supplies	600	600	600
Website & Programs	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>
Total Operations	3,600	3,600	3,600
Other Types of Expenses			
Insurance-Liability, D and O	<u>1,800</u>	<u>1,800</u>	<u>1,800</u>
Total-Other Types of Expenses	1,800	1,800	1,800
Travel and Meetings			
Annual Dinner	7,500	7,500	7,500
Conference and Meetings	4,842	4,842	4,842
Travel	<u>600</u>	<u>600</u>	<u>600</u>
Total- Travel and Meetings	<u>12,942</u>	<u>12,942</u>	<u>12,942</u>
Total Expenditures	257,767	278,872	278,872

* As Amended on September 12, 2020


** As Amended on November 12, 2020

*** Proposed- January 14, 2021



ITEM 7H.

MEMORANDUM

TO: Council Members and Alternates
FROM: Hugh Riley, Executive Director 
SUBJECT: VCOG Strategic Plan Update- 2021
DATE: January 14, 2021

Recommendation:

Review and Approve VCOG Strategic Plan Update- 2021

Discussion:

The VCOG Admin Committee began a review of the VCOG Strategic Plan in July 2020. The plan was originally developed and adopted in 2002. Over the past several months the Committee has examined a number of drafts updating the plan.

The Final Draft of the Plan was presented to the Council on November 12, 2020. Comments received by staff since November 12 have been included in this final document.

ATTACHMENT: VCOG Strategic Plan Update- 2021



VCOG STRATEGIC PLAN

2021

Introduction

The **Ventura Council of Governments (VCOG)** is a voluntary joint powers authority representing the 10 cities of Ventura County as well as the County whose goal is to facilitate cooperative sub-regional and regional planning, coordination and technical assistance on issues of mutual concern.

Various Agencies including colleges and universities, regional agencies, joint powers authorities, utility companies, and state and federal agencies may be invited to participate on issues that involve their respective interests, missions and/or facilities. Anyone may attend meetings to observe

VCOG is based on the premise that Ventura County can have more representation without more government and issues of common concern often extend beyond the purview of local jurisdictions and agencies, requiring insight and input from a wide range of affected interests.

VCOG works efficiently by utilizing existing resources to the greatest extent possible, collaboratively finding new ways to perform needed activities for less, while eliminating duplication of effort.

The following information is intended to provide a framework for establishing future goals and priorities for the Ventura Council of Governments.

Included:

- **VCOG Mission Statement**
- **VCOG Strategy**
The *VCOG Strategy* was initially developed in 2004 as the sub-region's 'plan'. It was the result of interviews conducted with elected and appointed officials of the member cities and the county as well as some of the private sector organizations in the county. These interviews were meant to solicit input on priority issues.
- **General Baseline Work Program**
- **Potential Issues To Address**
List of issues in policy areas in which VCOG could participate.
- **Possible Implementation Strategies**
Programs and projects that VCOG could establish to carry out its Mission.

Mission Statement

Work to continue to make Ventura County a unique national model of orderly development based on Guidelines for Orderly Development with sustainable economic prosperity, equitable economic opportunity and high environmental quality by:

- Promoting cooperation between the municipalities of Ventura County in the discussion of area-wide issues of mutual interest as well as advancing city-county cooperation.
- Promoting cooperation and communication with colleges and universities, special districts, regional agencies, joint powers authorities, utility companies and State and Federal agencies, and Naval Base Ventura County on an as-needed basis.
- Unifying Ventura County cities and the county to advocate with one cohesive voice on important regional issues and legislative matters.
- Investigate issues of common concern through joint studies and cost-effective, multi-jurisdictional programs that lead to model ordinances, programs, and other products for use by all members.
- Supporting members' proposals that further the objectives of the Ventura Council of Governments.
- Providing a forum for communication and representation on behalf of the Ventura County cities and the county with other governing bodies and organizations in the county, as well as facilitate the exchange of ideas and information.
- Increasing visibility and awareness of Ventura County as an outstanding place to live, work, and play.
- Balance the expressed and enacted policies and directions of the County's residents with Federal, state, judicial, or other regional mandates and directions.

VCOG Strategy

This is the second installment of an evolving strategy which will enable participating cities in Ventura County and the County to identify and act on issues of mutual interest or concern. As such, it is consistent with the rights and limitations prescribed in the VCOG Joint Powers Authority agreement. It is only as strong as the commitment invested by members of the council of governments and its implementation will depend on the priorities established by the members.

Objectives of the Strategy are:

- To identify areas of common concern and interest among the 11 participating jurisdictions;
- To provide a means by which to document ideas and solutions discussed by VCOG;
- To provide a policy foundation for future VCOG planning efforts; and
- To serve as a potential blueprint for future implementation actions within the Sub-region of SCAG.

The focus of this Strategy is to find ways to capitalize on the strengths of the county and its cities at all levels of government and within the private sector. It is intended to enable individual cities and the county to better achieve their visions in collaboration with neighboring communities with whom they share common issues and goals.

General Baseline Work Program

- A. Serve as a forum for consideration, study and recommendation on area-wide and regional problems.
- B. Assemble information helpful in the consideration of problems unique to the County and its cities and explore practical avenues for intergovernmental cooperation, coordination, and action in the interest of its members.
- C. Seek economies of scale whenever practical in the administration of governmental services.
- D. Facilitate intergovernmental coordination with public and private sectors on issues common to Ventura County governmental agencies.
- E. Coordinate Public Information and Outreach on issues of local government importance, as needed and/or requested.

Potential Issues to Address

- Growth Projections
 - Who are we planning for - demographic characteristics of the future population in the county
 - Impact and relevance of Naval Base Ventura County
- Growth Management
 - Perception of diminishing quality of life
 - Urban form capable of accommodating anticipated growth
 - Land Use/Transportation linkages

- Housing
 - Jobs/Housing imbalance
 - Lack of production of diverse housing choices – ownership/rental, workforce, entry level, and affordable
 - Homelessness
 - Making use of existing or new federal, state and local resources for housing development
 - Concern of excessive administrative and economic burdens to meet requirements to build housing
 - State preemption of local zoning control and processes
 - Protecting environment and existing neighborhoods
 - Regional Housing Needs Allocation (RHNA)

- Solid Waste- VCOG is the Local Task Force (in accordance with Sec. 40950 of Public Resources Code) responsible for coordinating development of the city and county source reduction and recycling elements of the countywide integrated waste management plan and for assisting in the preparation of the countywide facility siting element of the plan.
 - Siting of food waste recycling facilities
 - Materials recovery and reuse
 - Challenges related to high fire hazard severity zones Integrated Waste Management

- Mobility
 - Emergency/alternate access roads
 - Inter-county traffic concerns
 - Jobs/housing imbalance
 - Lack of funding for infrastructure improvements
 - Finding more effective alternative modes of travel
 - Effects of the virtual workplace on our transportation system

- Goods Movement
 - Community impact on increasing truck movements
 - Impact of the growth projected for Port Hueneme and in the region

- Air Quality
 - Regional air quality, protecting public health Regional, state and federal air quality plans and requirements
 - Practical transportation control measures

- Use of new technologies Impacts of New Technology and Climate Change
 - Production, storage, and recycling of energy
 - Wireless technology
 - State and federal mandates

- Open Space/Green Belts/Preservation of Agricultural Land
 - Conserving the open space and green belts in the face of growing land use demands and worldwide competition

- Wildlife safety and preservation Wildlife corridor and wildfire protection areas
- Water Resources and Water Quality
 - Maintaining sufficient water supply and quality to meet the growing demand
 - Water conservation and reuse
- Energy Issues
 - Adequacy of energy supply at reasonable cost in view of growing demand
 - Community aggregation alliances
 - Energy efficiency and conservation
 - Energy efficient building
- Public Safety & Hometown Security
 - Sustain low crime rates and safe communities
 - Juvenile Justice and anti-gang related programs
 - Emergency preparedness
- Economic Development
 - Sustain economic vitality within the county as a whole and its individual city communities
 - Job Training, re-training and educational needs
 - Maintaining Ventura County and its cities' competitive market posture.
 - Role of High Tech, Bio Tech, Agriculture, Trade & Tourism and other important industry clusters in the county
 - Customer service

Possible Implementation Strategies


- Advocacy
 - Legislative Forums with legislators – some social time and questions and answers
 - Coordinate legislative outreach, and interface on activities affecting member agencies
 - Work collaboratively with League of California Cities and California State Association of Counties Fund studies that will test the efficacy of certain community benefit programs.
- RHNA
 - Coordinate consensus response to regional housing need allocations
 - General Plan Updates Housing Elements
 - Water
 - Solid waste
 - Open space
 - Land use/Transportation
- Information Sharing and Clearinghouse
 - Web site

- Regular Meetings
 - City Managers and County CAO
 - Planning and Community Development City Staffs
 - Economic Development Agencies



Item 7I.

MEMORANDUM

TO: Council and Alternates
FROM: Hugh Riley, Executive Director 
SUBJECT: Adoption of 2021 VCOG Schedule of Meetings and
DATE: January 14, 2021

Recommendation:

Adopt VCOG 2021 Meeting Schedule for the Council and Administrative Committee

Discussion:

At their November, 2020 Meeting the VCOG Administrative Committee discussed the meeting schedule for 2021 for the Council and the Admin Committee. The recommended Schedule of meetings is attached for final approval.

The November 2021 Meeting originally planned for November 11 has been changed to November 4.

Attached: VCOG Meeting Schedule - 2021



Schedule of VCOG Meetings for 2021
REVISED-TENTATIVE

Board Meeting- Camarillo City Council Chambers*

Thursdays from 5:00 p.m. to 6:30 p.m.

January 14, 2021

March 11, 2021

May 13, 2021

June 10, 2021

July 8, 2021

September 9, 2021 (*Annual Dinner- Santa Paula Location TBA*)

November 4, 2021

Administrative Committee – Admin or Central Conference Room*

Thursdays from 2:00 p.m. to 4:00 p.m.

January 28, 2021

March 25, 2021

May 27, 2021

June 24, 2021

July 22, 2021

October 7, 2021

November 18, 2021 (NLC)

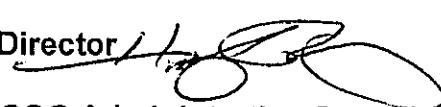
*Unless Virtual Meeting is Needed



**VENTURA COUNCIL
OF GOVERNMENTS**

Item 8A

MEMORANDUM

TO: Council Members and Alternates
FROM: Hugh Riley, Executive Director 
SUBJECT: Appointment of 2021 VCOG Administrative Committee
DATE: January 14, 2021

Recommendation:

Upon recommendation of the Chair, approve the appointment At-Large Members to the VCOG Administrative Committee for 2020

Discussion:

The Bylaws of the Ventura Council of Governments establish an Administrative Committee as a Standing Committee of the governing body. The primary responsibilities of the Administrative Committee are to establish the agendas for the VCOG Council Meetings, handle routine legislative and administrative matters, and oversee the activities of the Executive Director.

The bylaws state that the Administrative Committee shall be composed of the Chair, the Chair-elect, and the Immediate Past Chair of the Governing Body and two (2) At-Large Members. The Administrative Committee would also include the Chair of any other Standing Committee established by the Governing Body but as VCOG presently has no other Standing Committees, this does not apply. The bylaws further provide that the Chair may recommend additional members for appointment to the Administrative Committee with the approval of the Council.

Members of the 2020 Administrative Committee were:

Janice Parvin – City of Moorpark – Chair
Jenny Crosswhite – City of Santa Paula – Chair-Elect
Al Adam – City of Thousand Oaks –Immediate Past Chair
Kevin Kildee – City of Camarillo At-Large Member
Vacant- TBA- At-Large Member

The Administrative Committee has generally met in Camarillo within a few weeks following or ahead of the regular VCOG Council meeting, usually in the afternoon on a Thursday.

Schedule of Meetings- Administrative Committee – Admin or Central Conference Room
Thursdays from 2:00 p.m. to 4:00 p.m.

January 28, 2021

March 25, 2021

May 27, 2021

June 24, 2021

July 22, 2021

October 7, 2021

November 18, 2021

Upon recommendation of the Chair, the VCOG Council is requested to approve the appointment of one, At-Large Members to serve on the VCOG Administrative Committee for 2021. The Appointment of the second At-Large Member will be deferred to the March Council meeting




**VENTURA COUNCIL
OF GOVERNMENTS**

MEMORANDUM

Item 8B.

TO: Council Members and Alternates

FROM: Hugh R. Riley, Executive Director 

BY: Chris Williamson, Housing Program Specialist

SUBJECT: Review and Approve a Memorandum of Agreement (MOA) with the Ventura County Transportation Commission for the VCOG Regional Early Action Planning Project No. 5, "Vehicle Miles Travelled Adaptive Mitigation Program"

DATE: January 14, 2021

Recommendation:

Review and Approve a Memorandum of Agreement (MOA) between VCOG and the Ventura County Transportation Commission (VCTC) to jointly develop a Vehicle Miles Travelled Adaptive Mitigation Program, Project 5 of the Regional Early Action Planning (REAP) Program, that is grant-funded and approved by the Southern California Association of Governments (SCAG).

Discussion:

In 2013, the State Legislature passed Senate Bill 743 (SB 743) that, effective July 1, 2020, required that Vehicle Miles Travelled (VMT) replace Level of Service (LOS) as the vehicle circulation traffic-related transportation metric and analysis that would determine if a project, or cumulative projects, has a significant adverse impact on the environment pursuant to complying with the California Environmental Quality Act (CEQA). The VMT metric is intended to balance the needs of congestion management with statewide goals related to infill development, promotion of public health through active transportation, and reduction of greenhouse gas (GHG) emissions compared to the LOS metric that focused only on the amount of delay experienced by vehicles at traffic signals and along roadway segments.

In the latter half of 2020, VCOG proposed and received approval from SCAG for REAP Project No. 5, development of a "Vehicle Miles Travelled Adaptive Mitigation Program" (VMTAM). As countywide traffic and transportation issues are clearly within the expertise and mandate of the VCTC, the VMTAM Program is best developed in cooperation with VCTC staff and jointly selected traffic/VMT consultants. In addition, once the VMTAM Program is established, VCTC would administer and maintain the program.

Under the proposed MOA, VCOG would remain the SCAG-designated REAP partner and administer the Project 5 grant until completed or mid-2023, whichever comes first. VCTC would invoice VCOG monthly for VCTC staff time and materials. VMT consultants would be under contract with VCOG but jointly solicited and directed, with deference to VCTC's input.

This MOA will be proposed for VCTC approval at its February 2021 meeting. Ventura County cities, Ventura County, and other CEQA lead agencies in the County will establish their own respective VMT Threshold of Significance and participation in the VMTAM is voluntary. VCTC would have the responsibility of ongoing implementation after the VMTAM is completed and presumably incorporate it as a permanent VCTC program. Finally, the intent of the VMTAM Program is to foster housing development, especially affordable housing, by streamlining the CEQA review process with regards to VMT impacts and would include a range of VMT mitigation measures from which a project's CEQA lead agency may choose.

ATTACHMENT: VCOG-VCTC MOA

MEMORANDUM OF AGREEMENT
BETWEEN THE VENTURA COUNTY TRANSPORTATION COMMISSION
AND THE VENTURA COUNCIL OF GOVERNMENTS
TO DEVELOP A VEHICLE MILES TRAVELLED ADAPTIVE MITIGATION PROGRAM
UTILIZING REGIONAL EARLY ACTION PLANNING GRANT FUNDS
FY 2020-2021 AND FY 2021-2022

This MEMORANDUM OF AGREEMENT (MOA) is entered into by and between the VENTURA COUNTY TRANSPORTATION COMMISSION (VCTC) and the VENTURA COUNCIL OF GOVERNMENTS (VCOG) for the purpose of performing the planning activities specified as follows:

WHEREAS, Senate Bill (SB) 743 requires that, effective July 1, 2020, traffic congestion and vehicle delay typically measured by Level of Service (LOS) are no longer defined as a transportation or circulation topic for analysis and/or as having significant adverse impact(s) on the environment under the California Environmental Quality Act (CEQA), and, instead, shifts to Vehicle Miles Travelled (VMT) as the measure of transportation impacts, which is intended to balance the needs of congestion management with statewide goals related to infill development, promotion of public health through active transportation, and reduction of greenhouse gas (GHG) emissions; and

WHEREAS, VCOG received a Regional Early Action Planning (REAP) grant from the California Department of Housing and Community Development, via the Southern California Association of Governments (SCAG), to develop and adopt a regional VMT Adaptive Management Mitigation Program for optional use by any CEQA lead agency; and

WHEREAS, the VMT Adaptive Management Mitigation Program will focus on ways to enable housing production in harmony with the unique geographic, economic, and planning context of Ventura County; and

WHEREAS, VCTC serves as the regional transportation planning agency for Ventura County, and VCTC owns and administers the Ventura County Traffic Model (VCTM) that can be used to calculate VMT at the Traffic Analysis Zone (TAZ), City, and County level to enable VCOG jurisdictions to establish baseline VMT, VMT thresholds of significance, CEQA project impacts, cumulative impacts, and mitigations, if needed; and

WHEREAS, VCOG requires VCTC project management support and technical expertise to assist VCOG in developing the VMT Adaptive Management Mitigation Program:

NOW, THEREFORE, VCTC and VCOG DO HEREBY AGREE as follows:

1. In coordination with VCTC, VCOG will contract for consultant services to perform public outreach, stakeholder coordination, prepare technical meetings and agendas, review traffic model and other data, conduct economic and programmatic studies, develop a VMT Adaptive Management Mitigation Program, appear at any necessary public meetings, and oversee the work of the consultant.

2. VCTC will collaborate with VCOG to prepare and circulate a Request for Proposal (RFP), evaluate proposals, and select one or more expert consultants to assist in developing the VMT Adaptive Management Mitigation Program in compliance with applicable laws and procurement policies and practices.
3. VCTC will collaborate with VCOG to oversee the work of the consultant and to develop the VMT Adaptive Management Mitigation Program. VCTC may incur allowable costs not to exceed \$60,000 for staff and other allowable costs, including legal counsel, and for which VCOG will reimburse VCTC funds not to exceed \$60,000, unless agreed to by both parties in advance. The following VCTC staff positions are anticipated to participate, at actual VCTC billing rates in accordance with the approved VCTC budget for Fiscal Year 2020/2021 (Attachment A) and Fiscal Year 2021/2022 (in accordance with the applicable Fiscal Year):
 - a. Executive Director
 - b. Director of Planning and Policy
 - c. Program Manager – Transportation Planning
 - d. GIS/Planning Analyst
 - e. Program Manager – Government and Community Relations
4. VCTC performance of services shall continue until completion but no later than June 30, 2022, or as may be extended by mutual agreement between VCTC, VCOG, and SCAG.
5. VCTC and VCOG will coordinate and collaborate on scope of work, product descriptions, and schedules in accordance with this Memorandum of Agreement and with the SCAG and VCOG REAP Grant Agreement.
6. VCOG will be responsible for invoicing and related administrative tasks with SCAG, and VCTC agrees to provide invoicing and backup documentation to VCOG in a format and schedule required by SCAG in the REAP-VCOG agreement.

This Memorandum of Agreement is effective upon signature by both parties.

Ventura Council of Governments

By: _____

Jenny Crosswhite, Chair

Ventura County Transportation Commission

By: _____

Bob Huber, Chair

Approved as to Form

By: _____

Steve Mattas, General Counsel




**VENTURA COUNCIL
OF GOVERNMENTS**

Item 8C.

MEMORANDUM

TO: Council Members and Alternates

FROM: Hugh Riley, Executive Director 

SUBJECT: California Housing Accountability Act Compliance – “Cities Can’t Just Keep Saying No to Housing Development Projects Their Constituents Don’t Support”

DATE: January 14, 2021

Recommendation:

Receive Presentation on the California Housing Accountability Act (The Act) from Jason Rhine, Assistant Legislative Director, League of California Cities.

Discussion:

Planning and Zoning law requires each city to include in its general plan a housing element for the preservation, improvement, and development of housing. The California Housing and Community Development Department (HCD) reviews all housing elements and determines whether each housing element and amendment substantially complies with state housing element law. Cities are in the middle of their housing element updates, with most housing elements being revised between 2021 and 2023.

The Legislature's intent in enacting this section in 1982 and in expanding its provisions since then was to significantly increase the approval & construction of new housing for all economic segments of California's communities by meaningfully and effectively curbing the capability of local governments to deny, reduce the density of, or render infeasible housing development projects. This intent has not been fulfilled.”

Local governments and the general public need to understand that the Act restricts cities' ability to deny, reduce the density of, or make infeasible housing developments, and requires cities to justify these actions.

Mr. Rhines will explain why city officials can no longer just say “no” when considering development projects for new housing in their jurisdictions and faced with public resistance.