



VENTURA COUNCIL OF GOVERNMENTS

AGENDA

The meeting will be via Zoom Webinar

Thursday, May 13, 2021, 5:00 p.m.

PUBLIC ACCESS LINK

<https://us02web.zoom.us/j/82951088336?pwd=UUZQVDIyT205dGIVK29FTy8zeUNYUT09>

Meeting ID: 829 5108 8336

Password: 766622

Dial-in # 1-669-900-6833

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.

MEMBERS

City of Camarillo

Kevin Kildee, Member
Tony Trembley, Alternate

City of Fillmore

Mark Austin, Member
Diane McCall, Alternate

City of Moorpark

Janice Parvin, Member
Chris Enegren, Alternate

City of Ojai

Randy Haney, Member
Betsy Stix, Alternate

City of Oxnard

Bert Perello, Member
Oscar Madrigal, Alternate

City of Port Hueneme

Steven Gama, Member
Misty Perez, Alternate

City of San Buenaventura

Mike Johnson, Member
Doug Halter, Alternate

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
None Appointed

4. **CHANGE OF VCOG MEETING START TIME to 4:00 PM-** p. 5: Consider changing VCOG Meeting Start Time from 5:00 PM to 4:00 PM **Action:** Approve Change to VCOG Regular Meeting Start Time to 4:00 PM effective for the July 8, 2021 Meeting. (10-20 Min.)
5. **EXECUTIVE DIRECTOR'S REPORT AND REAP UPDATE** – (Attached) (5-10 Min.)
6. **AGENCY REPORTS** – Oral Reports If Representatives Attend
 - A. **Southern California Association of Governments** (5-7 Min.)
 - B. **Ventura County Transportation Commission** (5-7 Min.)
 - C. **League of California Cities** (5-7 Min.)
 - D. **Dept. of Criminology & Criminal Justice (CLU)-Dr. Molly George, Ph.D.)** (5-7 Min.)
7. **CONSENT CALENDAR- ROLL CALL VOTE REQUIRED** (10 Min.)
 - A. **Summary of March 11, 2021 Meeting** p. 7: Approve Meeting Summary for the March 11, 2020. **Action:** Approve Meeting Summary as published.
 - B. **Financial Report** p. 12: Approve Ventura Council of Governments Financial reports for the Budget Period from March 5, 2021 to May 10, 2021. **Action:** Approve Financial Report
 - C. **Register of Warrants & Debit Card Transactions** p. 18: Approve the Register of Warrants for Expenditures and Debit Card Transactions incurred from March 5, 2021 to May 10, 2021. **Action:** Approve Register of Warrants and Debit Card Transactions.
 - D. **Five-Year Review Report of Ventura County's Countywide Integrated Waste Management Plan** p. 21: Consider final Report on County's Five-Year Review Report and by the Integrated Waste Management Division, Ventura County Public Works Department, and Authorize Chair to send letter of findings to the State of California, Office of Local Assistance & Market Development, Department of Resources, Recycling and Recovery. **Action:** Receive Report and authorize Chair to sign letter.
 - E. **VCOG – Audited Financial Statements- 2019-2020-** p. 44: Review Audited Financial Statements. VCOG Financial Statement for 2019-2020 are available on the VCOG Website- www.venturacog.org. **Action:** Receive Audited Financial Statements.
 - F. **Fiscal Year 2021/2022 Budget** p. 69: The review the proposed VCOG Operating Budget for F.Y. 2021-2022 and Adopt VCOG Resolution No. 2021-03. **Action:** Adopt VCOG No. Resolution No. 2021-03.
8. **PRESENTATION ITEMS**
 - A. **Government Response to Impact of COVID-19 Pandemic on Ventura County's Homeless Population/Tenants and Landlords** p. 76 County Staff will Provide a report including the Emergency Rental Assistance Program including our outreach efforts to vulnerable groups and the 2021 sheltered count and other relevant updates on homelessness in Ventura County.
9. **BOARD MEMBER REPORTS- TOP 3 PRIORITY ISSUES FACING YOUR JURISDICTION**
Council Members are asked to provide a 3-minute maximum report on the three most pressing issues facing their city/county (3 Min. ea.)

10. BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS

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

11. ADJOURNMENT: NLT -7:00 PM – Next Meeting- July 8, 2021 – 5:00 PM (or 4:00 PM)

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).

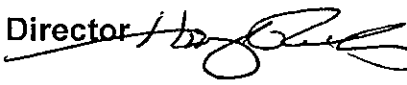


**VENTURA COUNCIL
OF GOVERNMENTS**

ITEM 4.

MEMORANDUM

TO: Council Members and Alternates

FROM: Hugh R. Riley, Executive Director 

SUBJECT: Change VCOG Meeting Start Time To 4:00 Pm

DATE: May 13, 2021

Recommendation:

Approve Change to VCOG Regular Meeting Start Time from 5:00 PM to 4:00 PM Effective for the July 8, 2021 Meeting

Discussion:

For the past several years it has become progressively more challenging to maintain the scheduled 6:30 PM adjournment time for our VCOG Meetings. Contributing factors include presentation items and associated Q & A and comment periods that are deservedly taking more time; an increase in the occurrence of "Other Agency" Reports and their varying lengths; an increase in required administrative actions; and special new projects such as the Community Improvement Grant Program (with CLU) and REAP.

Previously, when our meetings were live at the City of Camarillo Council Chambers, the Ventura County Airport Authority (VCAA) has been scheduled to begin immediately following the VCOG meeting at 7:00 PM. As a rule, VCAA Board Members and staff would begin arriving at the Chambers around 6:30 PM- VCOG's Scheduled adjournment time. More recently, this situation has often forced our meetings to conclude prematurely.

The Airport Authority is now considering changing their meeting start time to 6:30 PM. If the VCAA switches to a 6:30 start time, VCOG Meetings, (when we go live again) would be hard-pressed to complete all business and presentation items.

At their March 25, 2021 Meeting, the VCOG Administrative Committee recommended changing the Meeting Start Time to 4:00 PM with an ending time certain of 6:00 PM. The Committee also discussed ways to better control the time taken for various agenda items. Their recommendations were:

- VCOG Meetings should be scheduled to allow at least two hours to conclude business
- Presenters and other agency staff reports will be given strict time limits to prepare for the meetings. The chair will remind presenters of their agreed to time limits when they begin their presentations or reports. Specific amounts of time for Member comments/questions will be built into the meeting schedule.
- Members self-impose limitations for their questions and comments
- Limit meeting future agendas to a single presentation item.
- Adjust the VCOG Meeting start time with a time certain to conclude the meeting.

Staff surveyed the Council Members to determine their ability and willingness to change the meeting start time to 4:00 PM and invoke a "time certain" for the meetings to conclude. In this case, the time certain could be 6:00 PM if the VCAA changes their meeting time to 6:30 PM. The City of Camarillo has indicated that they can accommodate an earlier start time for VCOG. The time change will require full board approval on May 13, 2021.

All members and many alternates indicated that they had no objection to the change proposed. The change would require full Council approval and would be effective for the July VCOG Meeting.



MEETING SUMMARY

ITEM 7A

March 11, 2021
5:00 p.m.
VIA ZOOM Webinar

1. **CALL TO ORDER & FLAG SALUTE** – The meeting was called to Order at 5:02 PM by Chair Crosswhite. The Flag Salute was led by Chair Crosswhite.

2. ROLL CALL

Members Present:

Jenny Crosswhite, Chair, City of Santa Paula
Kevin Kildee, City of Camarillo – Chair-elect
Janice Parvin, IP-Chair, City of Moorpark
Al Adam, City of Thousand Oaks
Ruth Luevanos, City of Simi Valley
Mark Austin, City of Fillmore
Randy Haney, City of Ojai
Bert Perello, City of Oxnard
Steven Gama, City of Port Hueneme
Mike Johnson, City of San Buenaventura
Bob Huber, Supervisor, County of Ventura

Staff:

Hugh Riley, Executive Director
Dr. Chris Williamson, AICP, Housing Programs Specialist

Guests:

Rabiah Rahman- Vice Chair, Social Justice Fund for Ventura County
Amanda Fagan, Director of Planning and Policy, V.C.T.C.
Rachel Wagner, Regional Affairs Officer, SCAG
Dave Mullinax, Regional Public Affairs Manager, League of California Cities
Bruce Belluschi, Manager, Integrated Waste Management Division, Ventura County -
Martita Martinez-Bravo- Executive Director, Social Justice Fund for Ventura County
Michael Teasdale- Chair, Social Justice Fund for Ventura County

3. PUBLIC COMMENT – NO PUBLIC COMMENT

NOTE: The Public was able to access the meeting by advising VCOG Staff in advance
<https://us02web.zoom.us/j/85926179357?pwd=TVhlZG84aURkY0N4eUhnQktNM1A4dz09>

4. SEATING OF 2021 VCOG CHAIR AND ELECTION OF CHAIR-ELECT

Riley explained the past practice of the Chair-elect succession to the position of Chair. Member Crosswhite, having been elected Chair-elect at the January 9, 2020 VCOG Meeting should now assume the position of Chair and preside over the remainder of the meeting. Riley then reported that the VCOG Admin Committee meeting as the COG Nominating Committee met on October 15, 2020 and nominated Camarillo City Council Member Kevin Kildee for the office of Chair-elect for 2021. Chair Crosswhite, following established procedure, asked for nominations for Chair-elect from the Council. Riley advised that self-Nominations were allowed.

4. **EXECUTIVE DIRECTOR'S REPORT** – Referring to the Report included in the Member's Agenda Material, Riley reported on the following:

- **2021 Legislative Update** – Senator Aikin's **SB 9** is getting most of the attention from the League. The bill would require a proposed housing development containing 2 residential units within a single-family residential zone to be considered ministerially, without discretionary review or hearing, if the proposed housing development meets certain requirements. The League of Cities position is to oppose the bill unless amended as outlined in VCOG's Opposition Letter attached.
- **VCOG Administrative Committee**-The Committee will meet on Thursday, March 25, 2021 at 2:00 PM Via Zoom Conference Call. The Committee will be reviewing the proposed VCOG Budget for 2021-2022; receive a Financial Report from Executive Director Riley and an Update on REAP Project Activity. The Committee will also discuss and determine the Agenda for the May 13, 2021 Council Meeting.
- **Audit- F.Y. 2019-2020** – The audit for F.Y. 2019-2020 by EideBailly, is underway with field work completed on March 8-9. The Audit Report and Financial Statements will be presented during the May 13, 2021 VCOG Meeting.
- **SCAG Regional Council Update**- SCAG Regional Affairs Officer Rachel Wagner has provided the attached *Highlights from The March 4th Regional Council Meeting*. Among other actions the Council approved the Final Sixth Cycle Regional Housing Needs Assessment (RHNA) Allocation and action on pending appeals and adopted the 2021 Federal Transportation Improvement Program (FTIP) which contains approximately 2,000 projects in the SCAG Region programmed at \$35.3 billion over the next six years.
- **U.S. Senate Debates American Rescue Plan Act** - On March 5, the U.S. Senate started the process of considering H.R. 1319, the American Rescue Plan Act. LOCC has been advocating for over a year to bring COVID-19 relief to our communities. Ongoing debate will hopefully deliver much needed relief to your city.

The Senate bill differs from the House bill in a few ways. Here is a summary:

Senate Proposal (Estimates)

- o Total Aid for Local Governments (City & County): \$120.2 billion
- o City Funding: \$60.1 billion – Entitlement Share (50k+ population) \$42.07 billion and Non-Entitlement Share (less than 50k population) \$18.03 billion. The CDBG distribution formula included in House version was kept in the Senate changes.
- o Tranches: Divides the local allocation of funds into two equal tranches of payments spaced 12 months apart. Cities would not have to justify need in the second tranche. However, the state will have to justify that they need the second tranche.
- o Expenditures: Cities can still use these funds for revenue loss and the new changes allow cities to use these funds for necessary infrastructure investments like water, sewer, and broadband infrastructure.
- o Broadband: A new \$10 billion Critical Infrastructure Projects program for broadband infrastructure.

- **SCE's Electric Vehicle Charging Station Grant Program** – Several Ventura County communities have expressed interest in the next phase of SCE's electric vehicle charging station grant program. SCE's new Charge Ready program will launch this summer with the goal of supporting the installation of roughly 38,000 electric vehicle charging ports across our service area over four years. Charge Ready will have an extraordinary focus on equity by locating half of those charging ports in communities that are most heavily impacted by the combined effects of

economic, environmental, and public health burdens. The program will also help expand the promise of electric vehicles to more people by supporting charging station installations at multifamily dwellings like apartments or condo complexes. Attached is a fact sheet which provides an overview of Charge Ready's benefits and offerings.

Member Parvin inquired about SB 612 which is being strongly supported by the Clean Power Alliance. She suggested that we research the bill and perhaps send a VCOG letter of support.

5. AGENCY REPORTS – Oral Reports – Representatives from partner agencies provided reports:

- Rachel Wagner, Regional Affairs Officer, SCAG- Reported that the SCAG Regional Council approved the final RHNA Allocation Plan after a long and extended process. The Regional Council also approved extra funding to support housing in the REAP Program. She also announced an additional call for funding applications under the Sustainable Communities umbrella. She also reported the availability of software to assist cities with their General Plan-Housing Element Updates.
- Amanda Fagan, Director of Planning and Policy, V.C.T.C- Reported that VCTC will host the second of three public workshops for the Ventura County Freight Corridor Study on March 18, 2021 at 4:30 PM in English and at 6:00 PM in Spanish. The purpose of the Freight Corridor Study is to identify important freight corridors within Ventura County and to prioritize investments in infrastructure and programs to improve efficiency and safety of freight transport operations. The Focus of the March 18 Workshop will be on vulnerabilities and opportunities and performance factors. Amanda also shared a brief video introducing the Ventura County Freeway Service Patrol Program launched earlier this month. The Program is a partnership between VCTC, Caltrans and the CHP providing motorists with emergency aid during peak traffic periods on the 101 Freeway. The first Beat will be from Camarillo Springs Road to the LA-Ventura County Line. Two other beats will be begun later in the month providing service from Central Avenue in Camarillo to Camarillo Springs Road and on S.R. 118 from S.R. 23 to the LA Ventura County Line. (at Rocky Peak).

Member Haney asked if there were plans to extend the program past Camarillo to the Route 33 Junction. Amanda replied that there had been a cost-benefit analysis conducted to determine the most effected and most needed areas. She advised that once the program is up and operating the section from Central Avenue to the S.R. 33 Junction would be added.

- Dave Mullinax, Regional Public Affairs Manager, League of California Cities – Reported that he had nothing but good news tonight! He discussed the American Recovery Plan Act the President is signing now. In addition to the city allocations of funding sent out earlier, the League will be updating information on funding guidelines and allocations in the coming days. He explained the entitlement cities v. non-entitlement city categories for receiving funds. Entitlement cities will receive funds directly from the U.S. Treasury. Non-Entitlement cities will receive their funding through the state, but this will be a straight pass-through. The Cities of Ventura, Oxnard, Simi Valley, Camarillo, and Thousand Oaks are entitlement cities in Ventura County. He advised that the guidelines for the uses of the funding were much broader than this initial COVI-19 Relief Programs. Mullinax also announced that the LOCC would be having some webinars covering the relief funding and other programs for specific needs including broadband.

He continued to report on the 2,500 bills that have been introduced in the legislature and that the League Staff and committees are in the process of analyzing all the bills that are of most interest to cities.

6. CONSENT CALENDAR

MOTION was made by Member Huber to approve the Consent Calendar. The Motion was **SECONDED** by Member Parvin. The motion carried with Member Austin Abstaining for Item A and with Member Perello abstaining from the entire Calendar.

- A. **Summary of January 14, 2021 Meeting** – Approve Meeting Summary for the January 14, 2020. **Action:** Approve Meeting Summary as published.
- B. **Financial Report** - Approve Ventura Council of Governments Financial reports for the Budget Period January 8, 2021 to March 5, 2021. **Action:** Approve Financial Report
- C. **Register of Warrants & Debit Card Transactions** - Approve the Register of Warrants for Expenditures and Debit Card Transactions incurred from January 8, 2021 to March 5, 2021. **Action:** Approve Register of Warrants and Debit Card Transactions.
- D. **VCOG Procurement Policy** – VCOG Resolution No. 2021-02 Approving Procurement Policy governing purchase of materials, supplies, contract services, and equipment. **Action:** Adopt Resolution No. 2021-02
- E. **2021 VCOG Legislative Program** - Review and discuss proposed VCOG Legislative Program. **Action:** Approve the final Legislative Program for 2021
- F. **2021 VCOG Program of Priorities** - Review and discuss proposed changes to the Draft 2021 VCOG Program of Priorities as recommended by the Administrative Committee discuss additional recommended changes by members or staff if any. **Action:** Approve the final Program of Priorities for 2021
- G. **REAP Program Memorandum of Understanding (MOU)** – This MOU sets out the terms and conditions for the REAP Funding for VCOG from HCD-SCAG for approximately \$432,000 for projects design to accelerate housing production within the VCOG Jurisdiction. **Action:** Approve MOU # and Authorize Chair to sign subject to final language approval by the Executive Director.

7. PRESENTATION ITEMS

- A. **Appointment of 2021 VCOG Administrative Committee** - Upon recommendation of the Chair, approve the appointment of Al Adam, City of Thousand Oaks, and Randy Haney as At-Large Member of the Administrative. Riley outlined the Bylaws Provisions for the formation of the VCOG Administrative Committee (Admin Committee).

MOTION by Member Haney to approve the MOA subject to final language approval by the Executive Director. **SECONDED** by Member Huber. The Motion passed unanimously.

- B. **Five-Year Review Report of Ventura County's Countywide Integrated Waste Management Plan** - Bruce Belluschi, Manager of the Integrated Waste Management Division (CIWMP), present the County's Five-Year Review Report and discuss the timeline for the final review of the report. Since the dissolution of the Ventura County Waste Management Commission (VCWC) in 1995, VCOG has served as the County's solid waste Local Task Force (LTF), pursuant to the statutes of AB 939 (1989). The Integrated Waste Management Division of the County Public Works Water and Sanitation Department has since served as staff to VCOG for solid waste related matters. Past practice has been after the presentation of the report containing comments from the various city staffs, VCOG issues a letter to the State Department of Resources Recycling and Recovery Division stating the consensus among city and county staff that the update process is adequate for the current Ventura County CIWMP Five-Year Review Report. The Final Report and draft letter will be presented for comment to the VCOG Council during the May 13 Meeting.

C. Information Presentation from the Social Justice Fund for Ventura County -

Representatives from the Social Justice Fund for Ventura County led by Martita Martinez-Bravo, PsyD., Executive Director, provided an informational presentation about the SJFVC's Vision, Mission and Approach. Dr. Martinez-Bravo is a first-generation college graduate from a Mexican American family. She resides in Camarillo with her husband and her three children. She is a civil rights leader and an active social justice advocate in Ventura County. Also present were the Fund's Chair Michael Teasdale, and Vice Chair Rabiah Rahman.

The Social Justice Fund for Ventura County (SJFVC) creates lasting change through funding new solutions to combat historical inequities and systemic oppression. The SJFVC promotes fairness, equity, and human dignity by empowering the voices of the community.

The SJFVC envisions a world where each person can live a dignified life, within an inclusive community, where they are safe, healthy, and able to achieve their full potential by having equitable access to justice, resources, and opportunities. Throughout their 17-year history, the SJFVC is often the first funder for new ideas, organizations, and emerging leaders as they become new voices for change in Ventura County.

The three pillars of the SJFVC which promote actionable change include: education, convening, and grant-making. At the inception of the pandemic, the SJFVC created an emergency fund and efficiently provided grants to several local non-profit organizations, who were urgently meeting the needs of the community. As of 2020, the SJFV successfully launched a Social Justice Fellowship program and they have funded a total of five social justice projects in Ventura County. These fellowships fund emerging leaders who have concrete ideas to combat issues such as systemic racism, socio-economic inequities, immigration reform or the education gap in Ventura County.

Following the slide presentation the Council posed questions and provided some personal examples of situations facing themselves and their individual cities. Members also expressed interest in contacting the SJFVC about asking for a presentation in their cities.

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

Member Luevanos asked about a possible topic about any regional plan to address probable increases in the instances of homelessness in the county when the moratorium on evictions runs out in June.

Member Perello suggested information be made available on Assembly Bill 377- (Rivas, Robert D) Water quality: impaired waters

9. ADJOURNMENT – Chair Cross adjourned the meeting at 7:25 p.m. to May 13, 2021.



**VENTURA COUNCIL
OF GOVERNMENTS**

ITEM 7B

MEMORANDUM

TO: Council Members and Alternates

FROM: Hugh R. Riley, Executive Director

SUBJECT: Financial Report

DATE: May 13, 2021

Recommendation:

Receive and file Financial Report for Period ending May 7, 2021

Discussion:

This report transmits the Ventura Council of Governments (VCOG) Financial reports for the Budget Period to May 7, 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	\$ 3.93	0.03%*	\$47,085.28
Bank of A	CD-91000164558339	7/8/21	\$ 6.81**	0.05%	\$20,369.89

* Variable

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

Due to the minimal earnings from available investment instruments (CDs) Staff is recommending the current CD-91000164558339 not be renewed on July 1, 2021.

The 2020-2021 F.Y. Budget was approved by the Council on June 11, 2020 and amended on September 10, 2020, November 12, 2020, and January 14, 2021. These Amendments were primarily due to the pending REAP Grant. The Financial Report for this period reflects all expenditures including REAP Activity which included preparation of the

Program Application, MOU and outreach surveys to member agency staffs for further input and project ideas.

On April 3, 2021, REAP Invoice No. 1 with supporting documentation, was submitted to SCAG requesting Reimbursement for REAP Expenses incurred between September 3, 2020 and April 1 totaling \$18,403.50.

REAP BUDGET ADJUSTMENTS

SCAG has finally been given notice that their full REAP allocation has been approved however the final agreement with SCAG has not been executed. The result is that VCOG is now able to plan for the full amount of the REAP Grant of \$432,000. However, until the HCD/SCAG Contract is finalized, VCOG will not adopt a budget including the full grant amount. Staff will present an amendment and finalize the 2021-2022 Operating Budget at the July 8, 2021 Council Meeting that will include the full allocation of REAP Grant Funds less grant funds expended in F.Y. 2020-2021.

ATTACHMENTS: Balance Sheet – As of May 7, 2021
 Profit and Loss – July 1, 2020 to May 7, 2021
 Budget vs. Actual - July 1, 2020 to May 7, 2021

Ventura Council of Governments

Balance Sheet As of May 7, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
BofA - 5797	0.00
BofA - 9045	47,011.17
BofA CD - 8339	20,331.60
BofA MM - 2635	47,085.89
Total Bank Accounts	\$114,428.66
Accounts Receivable	
Accounts Receivable (A/R)	22,266.00
Total Accounts Receivable	\$22,266.00
Other Current Assets	
Undeposited Funds	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$136,694.66
Other Assets	
Fraud	0.00
Total Other Assets	\$0.00
TOTAL ASSETS	\$136,694.66
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	-43.76
Total Accounts Payable	\$ -43.76
Other Current Liabilities	
Payroll Liabilities	0.00
Total Other Current Liabilities	\$0.00
Total Current Liabilities	\$ -43.76
Long-Term Liabilities	
Unearned Income	6,000.00
Total Long-Term Liabilities	\$6,000.00
Total Liabilities	\$5,956.24
Equity	
Opening Balance Equity	111,291.04
Unrestricted Net Assets	-3,629.88
Net Income	23,077.26
Total Equity	\$130,738.42
TOTAL LIABILITIES AND EQUITY	\$136,694.66

Ventura Council of Governments

Profit and Loss

July 1, 2020 - May 7, 2021

	TOTAL
Income	
Dues Assessments	64,992.00
Investments	
Interest-Savings, Short-term CD	34.32
Total Investments	34.32
Sales	22,266.00
Total Income	\$87,292.32
GROSS PROFIT	\$87,292.32
Expenses	
Contract Services	
Accounting Fees	990.00
Executive Administration	35,625.00
Research Grant - CLU	2,400.00
Total Contract Services	39,015.00
Operations	
Printing and Copying	254.35
Website	755.00
Total Operations	1,009.35
Other Types of Expenses	
Insurance - Liability, D and O	1,868.94
Total Other Types of Expenses	1,868.94
REAP Project Costs	
Project - 1 - TASK A	15,028.50
Project 1 - TASK B	2,525.00
Project 1 - TASK C	162.50
Project 2 - TASK A	2,300.00
Project 3 - TASK A	825.00
Project 4 - TASK A	550.00
Project 5 - TASK A	875.00
Total REAP Project Costs	22,266.00
Travel and Meetings	
Conference and Meetings	55.77
Total Travel and Meetings	55.77
Total Expenses	\$64,215.06
NET OPERATING INCOME	\$23,077.26
NET INCOME	\$23,077.26

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	34.32	20.00	-14.32
Total Investments	34.32	20.00	-14.32
REAP Income		199,360.00	199,360.00
Research Grant Appropriation		8,000.00	8,000.00
Total Income	\$65,026.32	\$272,872.00	\$207,845.68
GROSS PROFIT	\$65,026.32	\$272,872.00	\$207,845.68
Expenses			
Contract Services			
Accounting Fees	990.00	2,550.00	1,560.00
Audit		5,250.00	5,250.00
Executive Administration	35,625.00	45,000.00	9,375.00
Legal Fees		370.00	370.00
Research Grant - CLU	2,400.00	8,000.00	5,600.00
Total Contract Services	39,015.00	61,170.00	22,155.00
Operations			
Printing and Copying	254.35	1,500.00	1,245.65
Supplies		600.00	600.00
Website	755.00	1,500.00	745.00
Total Operations	1,009.35	3,600.00	2,590.65
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	15,028.50	12,892.00	-2,136.50
Project 1 - TASK B	2,525.00	13,000.00	10,475.00
Project 1 - TASK C	162.50	9,968.00	9,805.50
Project 2 - TASK A	2,300.00	9,500.00	7,200.00
Project 2 - TASK B		10,000.00	10,000.00
Project 3 - TASK A	825.00	19,500.00	18,675.00
Project 4 - TASK A	550.00	29,250.00	28,700.00
Project 4 - TASK B		29,250.00	29,250.00
Project 4 - TASK D		29,000.00	29,000.00
Project 5 - TASK A	875.00	5,000.00	4,125.00
Project 5 - TASK B		32,000.00	32,000.00
Total REAP Project Costs	22,266.00	199,360.00	177,094.00
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	55.77	4,842.00	4,786.23
Travel		600.00	600.00
Total Travel and Meetings	55.77	12,942.00	12,886.23
Total Expenses	\$64,215.06	\$278,872.00	\$214,656.94
NET OPERATING INCOME	\$811.26	\$ -6,000.00	\$ -6,811.26
NET INCOME	\$811.26	\$ -6,000.00	\$ -6,811.26



**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: May 13, 2020

Recommendation:

Approve the Register of Warrants for expenditures and Debit Card Transactions incurred from March 2, 2021 to May 7, 2021

Discussion:

This report presents expenditures including bank debit card transactions incurred by the Ventura Council of Governments for the period March 2, 2021 to May 7, 2021

It is prepared in addition to the Financial Report so that the Council may be fully informed as to the expenditure of funds for services and other costs to the organization.

ATTACHMENTS: Warrant and Debit Card Registers

Register of Warrants
Ventura Council of Governments
May 13, 2021

Transactions from March 2, 2021 to May 7, 2021

<u>Check #</u>	<u>Date</u>	<u>Paid To</u>	<u>Inv. Date</u>	<u>Description</u>	<u>Amount Paid</u>
423	03/20/21	Cal. Lutheran University	11/20/21	Research Grant- V.C.F.J.C.	\$ 2,400.00
424	03/30/21	Caroline Carter	3/22/21	Accounting Services- REAP	\$ 48 75
				Accounting Services-General	\$ 65.00
					\$ 113.75
425	03/31/21	Chris Williamson	4/01/21	REAP Various Projects/Tasks	\$ 2,275.00
426	03/31/21	Hugh Riley, Pro. Management, LLC	3/31/21	Contract Administration- ED	\$ 5,437.50
427	03/31/21	Hugh Riley, Pro. Management, LLC	3/31/20	REAP Application & Oversight	\$ 875.00
428	03/30/21	Caroline Carter	3/22/21	Accounting Services- REAP	\$ 113 75
				Accounting Services-General	\$ 97.50
					\$ 211.25
429	04/07/21	V.C. Digital	3/31/21	Printing & Copying	\$ 62.46
430	05/03/21	Chris Williamson	5/01/21	REAP Various Projects/Tasks	\$ 2,675.00
431	05/03/21	Hugh Riley, Pro. Management, LLC	5/01/21	Contract Administration- ED	\$ 2,687.50
432	05/03/21	Hugh Riley, Pro. Management, LLC	5/01/20	REAP Management & Oversight	\$ 1,187.50

Register of Debit Card Transactions
 Ventura Council of Governments
 May 13, 2021
 Transactions from March 2, 2021 to May 7, 2021

<u>Card #</u>	<u>Date</u>	<u>Paid To</u>	<u>Inv. Date</u>	<u>Description</u>	<u>Amount Paid</u>
NONE					




**VENTURA COUNCIL
OF GOVERNMENTS**

Item 7D.

MEMORANDUM

TO: Council Members and Alternates

FROM: Hugh Riley, Executive Director 

SUBJECT: Five-Year Review Report of Ventura County's Countywide Integrated Waste Management Plan

DATE: May 13, 2021

Recommendation:

Receive final Report on County's Five-Year Review Report and by the Integrated Waste Management Division, Ventura County Public Works Department, and Authorize Chair to send letter of findings to the State of California, Office of Local Assistance & Market Development, Department of Resources, Recycling and Recovery.

Background:

Since the dissolution of the Ventura County Waste Management Commission (VCWC) in 1995, VCOG has served as the County's solid waste Local Task Force (LTF), pursuant to the statutes of AB 939 (1989). The Integrated Waste Management Division of the County Public Works Water and Sanitation Department has since served as staff to VCOG for solid waste related matters.

Bruce Belluschi, Manager of the Division, presented the County's Five-Year Review Report during VCOG's March 11, 2021 Council Meeting. The full Report and Draft VCOG Letter were subsequently sent to members of the Council on March 13, 2021 for review. The Final version of the Report and draft VCOG Letter are attached.

Attachment: 1. E-mail to Members- 3/13/21 Final Report
2. Final CIWMP 5-Year Report
3. Letter to State of California, Office of Local Assistance & Market Development, Department of Resources, Recycling and Recovery.

CIWMP 5-Year Review Report Item- VCOG March 11 2021 Meeting

Hugh Riley <ridgeriley@msn.com>

Sat 3/13/2021 7:57 AM

To: Randy Haney <randy@haneylandscape.com>; Al Adam <albertcadam@gmail.com>; Diane McCall <dmccall@ci.fillmore.ca.us>; jcrosswhite@spcity.org <jcrosswhite@spcity.org>; Kevin Kildee <kevinkildee@gmail.com>; Susan Santangelo <Susansantangelo415@gmail.com>; Bob Huber <bob.huber@ventura.org>; Oscar Madrigal <oscar.madrigal@oxnard.org>; Cheryl Heitmann <cheitmann@ci.ventura.ca.us>; Janice Parvin <moorparkparvin@gmail.com>; Ruth Luevanos <rluevanos@simivalley.org>; Mike Johnson <mike.johnson@cityofventura.ca.gov>; Doug Halter <dhalter@cityofventura.ca.gov>; Misty Perez <mistyalice@gmail.com>; Gama, Steven A. <sgama@ci.port-hueneme.ca.us>; betsyxtix@gmail.com <betsyxtix@gmail.com>; Chris Enegren <cenegren@moorparkca.gov>; Mark Austin <maustin@ci.fillmore.ca.us>; Bert Perello <bert.perello@oxnard.org>

Cc: Bruce Belluschi <bruce.belluschi@ventura.org>

Bcc: michaelpowers <michael.powers@ventura.org>; drowlands <drowlands@ci.fillmore.ca.us>; Andrew Powers <apowers@toaks.org>; Troy Brown <tbrown@moorparkca.gov>; Alex McIntyre <amcintyre@cityofventura.ca.gov>; alexander.nguyen@oxnard.org <alexander.nguyen@oxnard.org>; Brian Gabler <bgabler@simivalley.org>; James Vega <vega@ojaicity.org>; Dan Singer <citymanager@spcity.org>; Brad Conners <bconners@ci.port-hueneme.ca.us>; Greg Ramirez <gramirez@cityofcamarillo.org>

📎 5 attachments (278 KB)

CalRecycle709.doc; changes to use of nondisposal facilities and siting element disposal facilities.docx; 20210312102045.pdf; VCOG ltr to CalRecycle 2021.docx; CIWMP Timeline 5-year review report 2021 Final.docx;

Dear Council Members and Alternates,

The attached documents regarding the CIWMP- 5-Year Review Report were sent to the various Ventura County solid waste jurisdictional points of contact (city staffs) on February 19, 2021. They were also sent to VCOG on February 22. They should have been provided to the VCOG Council with the March 11, 2021 VCOG Agenda. An omission for which I take complete responsibility. Included with this message are the draft report and various documents relating to the CIWMP 5-Year Review Report and the requirement for each city to confirm the accuracy of the information contained within the prepared draft report. Also included is the November 12, 2015 letter sent by VCOG acknowledging the review and the draft letter proposed for this period.

As I have now learned, the 5-Year Review process in the past has been a ministerial action involving city staff and the Integrated Waste Management Division. Comments or questions from councilmembers would typically be made to their individual city staffs. As you can see, the 2015 VCOG letter is basically the same as the letter now being proposed which dispels the impression that CIWMP was attempting to "pull the wool over our eyes." The complete opposite is, in fact the case. I have already offered my apology to Mr. Belluschi and can only plead unfamiliarity with the process.

Going forward and referring to the attached timeline, comments received by CIWMP from city staff will be incorporated into a final draft report that will be presented to VCOG at the May 13, 2021 meeting. Council authorization to submit the review letter will be requested at that time.

Finally, regarding the concerns about litter along Highway 118 expressed during our March 11 Meeting, Waste Management, the Simi Valley Landfill Operator, had this explanation for the unusual litter conditions that occurred recently along S.R. 118 and surrounding areas. State regulations require daily cover of all materials deposited at the landfill which, even under normal circumstances, is a challenged. The incident was the result of numerous instances of very high winds sometimes gusting up to 80 mph. This condition caused a trash tornado effect scattering

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"litter" over a broad area. We are advised that Waste Management spent thousands of dollars to clean up the mess.

If you have further questions about the Review Report or other waste management issues you are encouraged to consult with your city manager.

Again, my apologies for the confusion.

Hugh

Hugh Riley
Executive Director
Ventura Council of Governments
(805) 217-9448
ridgeriley@msn.com
www.venturacog.org

From: Goldstein, David <David.Goldstein@ventura.org>

Sent: Friday, February 19, 2021 5:32 PM

To: Roger Pichardo <rpichardo@cityofcamarillo.org>; David Smallwood <dsmallwood@ci.fillmore.ca.us>; Greg Grant <grant@ojaicity.org>; amackey@ojaicity.org; Nilsson, Kimberly <kim@sws-inc.com>; Fred Camarillo <fcararillo@cityofporthueneme.org>; Davenport, Lars <ldavenport@cityofventura.ca.gov>; Kaysen, Brandon <bkaysen@ci.ventura.ca.us>; Rabago, Arriana <arabago@cityofventura.ca.gov>; grabago@simivalley.org; Rod Cordova <rcordova@toaks.org>; Spencer Silverstein <SSilverstein@toaks.org>; mdouglass@moorparkca.gov; Jill Santos <jill.santos@oxnard.org>; Todd Housley <toddvhousley@oxnard.org>; Helen Cox <HCox@toaks.org>
Cc: Tobie Mitchell <Tobie.Mitchell@ventura.org>; McCullough, Lisa <Lisa.McCullough@ventura.org>; Silvestri-Whitcomb, Gloria <Gloria.Silvestri-Whitcomb@ventura.org>; Lal, Arti@CalRecycle <Arti.Lal@calrecycle.ca.gov>; Belluschi, Bruce <Bruce.Belluschi@ventura.org>; Pope, Joseph <Joseph.Pope@ventura.org>

Subject: CIWMP 5-Year Review Report for city staff review by March 3, prior to VCOG

City Solid Waste Contacts:

Please review the first two attached documents and either suggest changes or confirm by reply email city staff-level review without changes to this Countywide Integrated Waste Management Plan (CIWMP) Five-Year Review Report by March 3. Staff level review is needed for completion of Section 6 of the first attachment, which is the CalRecycle template for this report. The third attachment to this email provides a schedule for review and submittal of these documents. As noted in the schedule, the documents will be reviewed by the Ventura Council of Governments (VCOG) on March 11, and again, in final draft form, on May 13.

VCOG, which serves as the AB 939 (1989) Local Task Force, includes a representative from your jurisdiction, so you may want to coordinate with that representative prior to their meeting. VCOG input will be noted in Section 3 of the report template. CalRecycle and the Ventura County Environmental Health, which serves as the State Local Enforcement Agency, have already reviewed these report attachments and comments have been incorporated.

BACKGROUND: Public Resources Code (PRC) Sections 41770 and 41822, and Title 14, California Code of Regulations (CCR) Section 18788, require each of California's CIWMPs, and the elements thereof, to be reviewed every five years. Following the State-mandated schedule for these reviews, Ventura County's CIWMP was most recently reviewed by the Ventura Council of Governments (VCOG) prior to a 2016 deadline. At that time, following the unanimous consensus of city and County staff as well as the

recommendation of the local liaison from the California Department of Resources Recycling and Recovery (CalRecycle), VCOG found the CIWMP to be adequate.

For the 2021 review, County staff believe the CIWMP remains adequate and requires no revisions. Accordingly, the County of Ventura's Integrated Waste Management (IWM) is beginning the formal review process by soliciting input from cities to ensure the County may rely upon annual reports to CalRecycle to update our CIWMP, rather than revising or amending the various CIWMP elements through this five-year review report process.

Since dissolution of the Ventura County Waste Commission (VCWC) in 1995, VCOG has served as Ventura County's solid waste Local Task Force (LTF), pursuant to the statutes of AB 939 (1989), while Integrated Waste Management, a division within the County's Public Works/ Water and Sanitation, has served as staff to VCOG for solid waste related matters. If the County of Ventura, considering the advice of VCOG, determines any of the five CIWMP elements is inadequate, the County will notify CalRecycle and revise the appropriate element(s). The specific elements within the CIWMP are: Source Reduction and Recycling Element; Household Hazardous Waste Element; Non-Disposal Facility Element; Countywide Siting Element; and Countywide Summary Plan. While every city and County update their own specific elements through annual reports to CalRecycle, only Counties have responsibility for the latter two elements.

If you have questions, please contact me.

Thank you,
David Goldstein, MPA
Ventura County PWA, W&S, IWMD
800 S. Victoria Ave #1650
Ventura, CA 93009-1650

(805) 658-4312

STATE OF CALIFORNIA
CalRecycle 709 (Rev. 03/19)

DEPARTMENT OF RESOURCES RECYCLING
AND RECOVERY (CalRecycle)

Five-Year CIWMP/RAIWMP Review Report Template

Public Resources Code (PRC) Sections 41770 and 41822, and Title 14, California Code of Regulations (CCR) Section 18788 require that each countywide or regional agency integrated waste management plan (CIWMP or RAIWMP), and the elements thereof, be reviewed, revised if necessary, and submitted to the Department of Resources Recycling and Recovery (CalRecycle) every five years. CalRecycle developed this Five-Year CIWMP/RAIWMP Review Report template to streamline the Five-Year CIWMP/RAIWMP review, reporting, and approval process.

A county or regional agency may use this template to document its compliance with these regulatory review and reporting requirements and as a tool in its review, including obtaining Local Task Force (LTF) comments on areas of the CIWMP or RAIWMP that need revision, if any. This template also can be finalized based on these comments and submitted to CalRecycle as the county or regional agency's Five-Year CIWMP or RAIWMP Review Report.

The Five-Year CIWMP/RAIWMP Review Report Template Instructions describe each section and provide general guidelines with respect to preparing the report. Completed and signed reports should be submitted to the CalRecycle's Local Assistance & Market Development (LAMD) Branch at the address below. Upon report receipt, LAMD staff may request clarification and/or additional information if the details provided in the report are not clear or are not complete. Within 90 days of receiving a *complete* Five-Year CIWMP/RAIWMP Review Report, LAMD staff will review the report and prepare their findings for CalRecycle consideration for approval.

If you have any questions about the Five-Year CIWMP/RAIWMP Review Report process or how to complete this template, please contact your LAMD representative at (916) 341-6199. Mail the completed and signed Five-Year CIWMP/RAIWMP Review Report to:

Dept. of Resources Recycling & Recovery
Local Assistance & Market Development, MS-9
P. O. Box 4025
Sacramento, CA 95812-4025

To edit & customize this template, the editing restrictions (filling in forms) must be disengaged. Select the Review tab, Protect Document, and then Restrict Formatting and Editing (uncheck editing restrictions). There is no password (options). Please contact your LAMD representative at (916) 341-6199 with related questions.

General Instructions: Please complete Sections 1 through 7, and all other applicable subsections. Double click on shaded text/areas () to select or add text.

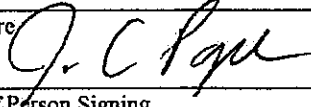
SECTION 1.0 COUNTY OR REGIONAL AGENCY INFORMATION			
I certify that the information in this document is true and correct to the best of my knowledge, and that I am authorized to complete this report and request approval of the CIWMP or RAIWMP Five-Year Review Report on behalf of:			
County or Regional Agency Name Ventura County Public Works, Water & Sanitation, Integrated Waste Management		County(s) [if a RAIWMP Review Report] Ventura County	
Authorized Signature 		Title Director	
Type/Print Name of Person Signing Joseph Pope	Date 4/22/2021	Phone (805) 654-2065	
Person Completing This Form (please print or type) David Goldstein	Title Analyst	Phone (805) 658-4312	
Mailing Address 800 S. Victoria Ave #1650	City Ventura	State CA	Zip 93009-1650
E-mail Address David.goldstein@ventura.org			

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SECTION 2.0 BACKGROUND

This is the county's first Five-Year Review Report since the approval of the CIWMP.

The following changes have occurred since the approval of the county's planning documents or the last Five-Year CIWMP Review Report (whichever is most recent):

- | | |
|---|---|
| <input type="checkbox"/> Diversion goal reduction | <input type="checkbox"/> New city (name(s) _____) |
| <input type="checkbox"/> New regional agency | <input type="checkbox"/> Other |
| <input type="checkbox"/> Changes to regional agency | |

Additional Information (optional)

There have been no CIWMP changes in this category.

SECTION 3.0 LOCAL TASK FORCE REVIEW

- a. In accordance with Title 14 CCR, Section 18788, the Local Task Force (LTF) reviewed each element and plan included in the CIWMP and finalized its comments
☐ at the _____ LTF meeting. ☐ electronically (fax, e-mail) ☐ other (Explain):
- b. The county received the written comments from the LTF on _____.
- c. A copy of the LTF comments
☒ is included as Attachment C.
☐ was submitted to CalRecycle on _____.

SECTION 4.0 TITLE 14, CALIFORNIA CODE of REGULATIONS SECTION 18788 (3) (A) THROUGH (H)

The subsections below address not only the areas of change specified in the regulations, but also provide specific analyses regarding the continued adequacy of the planning documents in light of those changes, including a determination on any need for revision to one or more of the planning documents.

Section 4.1 Changes in Demographics in the County or Regional Agency

When preparing the CIWMP Review Report, the county or regional agency must address at least the changes in demographics.

The following resources are provided to facilitate this analysis:

1. Demographic data, including population, taxable sales, employment, and consumer price index by jurisdiction for years up to 2006, are available at:
<https://www2.calrecycle.ca.gov/LGCentral/DiversionProgram/AdjustmentFactors>. Data for years beyond 2006 can be found on the following websites:
 - Population: Department of Finance E-4 Historical Population Estimates for Cities, Counties, and the State
 - Taxable Sales: Board of Equalization

- Employment: Employment Development Department Click on the link to Local Area Profile, select the county from the drop down menu, then click on the "View Local Are Profile" button.
 - Consumer Price Index: Department of Industrial Relations
2. The Demographic Research Unit of the California Department of Finance is designated as the single official source of demographic data for State planning and budgeting (e.g., find E-5 City/County Population and Housing Estimates under Reports and Research Papers and then Estimates).
 3. The Department of Finance's Demographic Research Unit also provides a list of State Census Data Center Network Regional Offices.

Analysis

Upon review of demographic changes since 1990:

- ☒ The demographic changes since the development of the CIWMP do not warrant a revision to any of the countywide planning documents. Specifically, see below.
- ☐ These demographic changes since the development of the CIWMP warrant a revision to one or more of the countywide planning documents. Specifically, _____. See Section 7 for the revision schedule(s).

Additional Analysis (optional)

Although each of Ventura County's jurisdictions experienced growth since the development of the original planning documents, three factors eliminate the need to revise countywide solid waste management planning documents. First, existing documents anticipated this growth and continue to be adequate for handling expected levels of waste reduction, recycling, and disposal. Second, a combination of actively engaged public sector organizations and private sector businesses continue to interpret plans in light of demographic changes, developing and expanding local diversion and disposal facilities. Finally, each jurisdiction's annual reports have accounted for these changes and serve as updates to the original planning documents.

Section 4.2 Changes in Quantities of Waste within the County or Regional Agency; and Changes in Permitted Disposal Capacity and Waste Disposed in the County or Regional Agency

A number of tools to facilitate the analysis and review of such changes in the waste stream are available from the following CalRecycle sources:

1. Various statewide, regional, and local disposal reports are available at <http://www.calrecycle.ca.gov/LGCentral/Reports/DRS/Default.aspx>.
 - a. CalRecycle's Disposal Reporting System tracks and reports the annual estimates of the disposal amounts for jurisdictions in California; additional California solid waste statistics are also available.
 - b. CalRecycle's Waste Flow by Destination or Origin reports include solid waste disposal, export, and alternative daily cover. They show how much waste was produced within the boundaries of an individual city, or within all jurisdictions comprising a county or

regional agency. These data also cover what was disposed at a particular facility or at all facilities within a county or regional agency.

2. The Waste Characterization Database provides estimates of the types and amounts of materials in the waste streams of *individual California jurisdictions* in 1999. For background information and more recent statewide characterizations, please see <https://www2.calrecycle.ca.gov/WasteCharacterization/>
3. CalRecycle's Countywide, Regionwide, and Statewide Jurisdiction Diversion Progress Report provides both summary and detailed information on compliance, diversion rates/50 percent equivalent per capita disposal target and rates, and waste diversion program implementation for all California jurisdictions. Diversion program implementation summaries are available at <https://www2.calrecycle.ca.gov/LGCentral/DiversionProgram>

Together, these reports help illustrate changes in the quantities of waste within the county or regional agency as well as in permitted disposal capacity. This information also summarizes each jurisdiction's progress in implementing the Source Reduction and Recycling Element (SRRE) and complying with the 50 percent diversion rate requirement (now calculated as the 50 percent equivalent per capita disposal target), see Per Capita Disposal and Goal Measurement (2007 and Later) for details

- ☒ The county or regional agency (if it includes the entire county) continues to have adequate disposal capacity (i.e., equal to or greater than 15 years).
- ☐ The county does not have 15 years remaining disposal capacity within its physical boundaries, but the Siting Element does provide a strategy¹ for obtaining 15 years remaining disposal capacity.
- ☐ The county does not have 15 years remaining disposal capacity and the Siting Element does not provide a strategy² for obtaining 15 years remaining disposal capacity. See Section 7 for the revision schedule(s).

Analysis

- ☒ These changes in quantities of waste and changes in permitted disposal capacity since the development of the CIWMP do not warrant a revision to any of the countywide planning documents. Specifically, see below.
- ☐ These changes in quantities of waste and changes in permitted disposal capacity since the development of the CIWMP warrant a revision to one or more of the planning documents. Specifically, _____. See Section 7 for the revision schedule(s).

Additional Analysis (optional)

The combined total of Ventura County landfill capacity is well above the targeted 15 years of disposal capacity. In 2019, the most recent year of capacity assessment, Toland Landfill and

¹ Such a strategy includes a description of the diversion or export programs to be implemented to address the solid waste capacity needs. The description shall identify the existing solid waste disposal facilities, including those outside of the county or regional agency, which will be used to implement these programs. The description should address how the proposed programs shall provide the county or regional agency with sufficient disposal capacity to meet the required minimum of 15 years of combined permitted disposal capacity.

Simi Valley Landfill and Recycling Center had a combined estimated remaining landfill capacity of 42.54 years. IWMD staff finalized calculations for this assessment on July 29, 2020, using the following landfill-provided data sources: Material Receipt Questionnaires, Landfill Annual Status Reports, and Quarterly Facility Reports. The significant reduction in reported capacity, compared to the previous Five-year Review Report (which reported 81 years of capacity), is due to lower Airspace Utilization Factors (AUFs), higher tonnage volumes, and a lower density of material filling new cells.

Section 4.3 Changes in Funding Source for Administration of the Siting Element (SE) and Summary Plan (SP)

Since the approval of the CIWMP or the last Five-Year CIWMP Review Report (whichever is most recent), the county experienced the following significant changes in funding for the SE or SP:

- N/a

Analysis

- ☒ There have been no significant changes in funding for administration of the SE and SP or the changes that have occurred do not warrant a revision to any of the countywide planning documents. Specifically, N/a.
- ☐ These changes in funding for the administration of the SE and SP warrant a revision to one or more of the countywide planning documents. Specifically, _____. See Section 7 for the revision schedule(s).

Additional Analysis (optional)

N/a

Section 4.4 Changes in Administrative Responsibilities

The county experienced significant changes in the following administrative responsibilities since the approval of the CIWMP or the last Five-Year CIWMP Review Report (whichever is most recent):

- None

Analysis

- ☒ There have been no significant changes in administrative responsibilities or the changes in administrative responsibilities do not warrant a revision to any of the planning documents. Specifically, N/a.
- ☐ These changes in administrative responsibilities warrant a revision to one or more of the planning documents. Specifically, _____. See Section 7 for the revision schedule(s).

Additional Analysis (optional)

N/a

Section 4.5 Programs that Were Scheduled to Be Implemented, But Were Not

This section addresses programs that were scheduled to be implemented, but were not; why they were not implemented; the progress of programs that were implemented; a statement as to whether programs are meeting their goals; and if not, what contingency measures are being enacted to ensure compliance with Public Resources Code Section 41751.

1. Progress of Program Implementation

a. SRRE and Household Hazardous Waste Element (HHWE)

- ☒ All program implementation information has been updated in the CalRecycle Electronic Annual Report (EAR), including the reason for not implementing specific programs, if applicable.
- ☐ All program implementation information has not been updated in the EAR. Attachment _____ lists the SRRE and/or HHWE programs selected for implementation, but which have not yet been implemented, including a statement as to why they were not implemented.

b. Nondisposal Facility Element (NDFE)

- ☐ There have been no changes in the use of nondisposal facilities (based on the current NDFEs and any amendments and/or updates).
- ☒ Attachment A lists changes in the use of nondisposal facilities (based on the current NDFEs).

c. Countywide Siting Element (SE)

- ☐ There have been no changes to the information provided in the current SE.
- ☒ Attachment B lists changes to the information provided in the current SE.

d. Summary Plan

- ☒ There have been no changes to the information provided in the current SP.
- ☐ Attachment _____ lists changes to the information provided in the current SP.

2. Statement regarding whether Programs are Meeting their Goals

- ☒ The programs are meeting their goals.
- ☐ The programs are not meeting their goals. The discussion that follows in the analysis section below addresses the contingency measures that are being enacted to ensure compliance with PRC Section 41751 (i.e., specific steps are being taken by local agencies, acting independently and in concert with _____, to achieve the purposes of the California Integrated Waste Management Act of 1989) and whether the listed changes in program implementation necessitate a revision to one or more of the planning documents. _____

Analysis

- ☒ The aforementioned changes in program implementation do not warrant a revision to any of the planning documents. Specifically, see below.
- ☐ Changes in program implementation warrant a revision to one or more of the planning documents. Specifically, _____. See Section 7 for the revision schedule(s).

Additional Analysis (optional)

Each jurisdiction's annual reports to CalRecycle have been incorporated by amendment into the Countywide Integrated Waste Management Plan and have thereby updated the original planning documents. Since every jurisdiction in Ventura County has participated in CalRecycle's annual report and review process and produced amendments through this method, there is no need to revise the original documents.

Section 4.6 Changes in Available Markets for Recyclable Materials

The county experienced changes in the following available markets for recyclable materials since the approval of the CIWMP or the last Five-Year CIWMP Review Report (whichever is most recent):

Analysis

- ☒ There are no significant changes in available markets for recycled materials to warrant a revision to any of the planning documents. Specifically, variability in markets and the need for market development, both for organics and for other recyclables, was foreseen during the development of Source Reduction and Recycling Elements, which each included a chapter (called a Section) on market development. Changes have been noted in each jurisdiction's annual reports, and these updates constituting CIWMP amendments.
- ☐ Changes in available markets for recycled materials warrant a revision to one or more of the planning documents. Specifically, _____. See Section 7 for the revision schedule(s).

Additional Analysis (optional)

In 2013, shortly prior to the previous Five Year Review Report, the Chinese government initiated an aggressive inspection regimen aimed at curtailing the import of contaminated recyclables. This change in procedures in China, where manufacturers previously bought much of American recyclable exports, affected west coast recyclers, such as those marketing Ventura County's materials, the most. Many believed continued expansion of Chinese manufacturing would result in renewed demand for raw material supply, and key buyers in China would again gain access to American recyclables. Instead, in 2017, the Chinese government strengthened restrictions, instituting Operation National Sword, which set unattainable contamination limits and placed outright bans on certain categories of recycled imports. In Ventura County, the results are most apparent in the areas of mixed paper and low grade plastics. For paper, in contrast to the past, when "paper drives" were a means for non-profit organizations to raise funds, now every Ventura County recycler accepting paper requires a fee to be paid upon drop-off or as part of mixed recyclable collection costs. Worse, non-bottle plastics, and plastics #3 through #7, with the exception of mixed rigid bales, are no longer commonly recycled, although these items are still collected in curbside programs, as brokers search for new markets and as local market development programs develop new options.

The other major recent change in market conditions has been an entirely a local phenomenon. At the time of the previous Five Year Review Report, an experimentally authorized food composting program at Agromin's Shoreline Organics site near Ormond Beach enabled increasing numbers of schools, restaurants, a jail, two hospitals, and other accounts to subscribe to food waste collection programs. However, in 2019, after expiration of one authorization and non-implementation by Agromin of another authorized experimental food composting initiative (involving an anaerobic digester), the only local market for food waste composting was no longer available. To continue composting food scraps, haulers now bring food scraps to the Simi Valley Landfill and Recycling Center. At the landfill, food is mixed with yard waste, loaded onto trucks, then hauled to sites in Kern County and Sun Valley.

Although these changes are significant, they do not require changes to initial market development plans. Indeed, neither food scraps nor plastics #3 through #7 were recyclable at the time the plans were written. Moreover, the plans have mechanisms in place, such as the Ventura County Recycling Market Development Zone, to develop options for these and other materials.

Section 4.7 Changes in the Implementation Schedule

The following addresses changes to the county's implementation schedule that are not already addressed in Section 4.5:

Analysis

- ☒ There are no significant changes in the implementation schedule to warrant a revision to any of the planning documents. Specifically, _____.
- ☐ Changes in the implementation schedule warrant a revision to one or more of the planning documents. Specifically, _____.

Additional Analysis (optional)

Note: Consider for each jurisdiction within the county or regional agency the changes noted in Sections 4.1 through 4.7 and explain whether the changes necessitate revisions to any of the jurisdictions' planning documents.

SECTION 5.0 OTHER ISSUES OR SUPPLEMENTARY INFORMATION (optional)

The following addresses any other significant issues/changes in the county and whether these changes affect the adequacy of the CIWMP to the extent that a revision to one or more of the planning documents is needed:

Analysis

The County Nondisposal Facility Element (NDFE) has been amended, as have been the NDFEs of relevant jurisdictions. Changes in the use of nondisposal facilities, like other programmatic changes, have been noted in annual reports and are thereby incorporated into planning documents through the amendment process, eliminating the need for document revisions. These NDFE changes are recorded as Appendix A to this document.

SECTION 6.0 ANNUAL REPORT REVIEW

- ☒ The Annual Reports for each jurisdiction in the county have been reviewed, specifically those sections that address the adequacy of the CIWMP elements. No jurisdictions reported the need to revise one or more of these planning documents.
- ☒ The Annual Reports for each jurisdiction in the county have been reviewed, specifically those sections that address the adequacy of the CIWMP (or RAIWMP) elements. The following jurisdictions reported the need to revise one or more of these planning documents, as listed.

None

Analysis

The discussion below addresses the County's evaluation of the Annual Report data relating to planning document adequacy and includes determination regarding the need to revise one or more of the documents:

Changes since the adoption of the Countywide Integrated Waste Management Plan have been sufficiently described in the annual reports of each jurisdiction. These annual reports constitute updates to plans. There is no need to revise these documents through a separate process.

SECTION 7.0 REVISION SCHEDULE (if required)

Attachment A: Changes in the Use of Nondisposal Facilities

Since adoption of the Ventura County Summary Plan in November 2000, the following changes in the use of nondisposal facilities resulted in amendments to Nondisposal Facility Elements (NDFE) of the relevant jurisdiction and the County:

On January 10, 2019, the City of Oxnard amended its NDFE to include the **Mountain View Organic Waste Processing Facility**, a site anticipated to be used for manufacture of animal feed made from food waste and for transfer of organic waste. The site, not yet operational, is projected to handle up to 300 tons per day of select commercial loads and divert approximately 70 percent.

On July 24, 2015, the Ventura County Integrated Waste Management Division revised the unincorporated (and Countywide) NDFE to accommodate a request from Agromin for expansion of **Agromin's Ormond Beach Composting** site. The Ventura County Environmental Health Division/Local Enforcement Agency then completed the processes for permitting an expansion, and Agromin proceeded with both greenwaste composting operations as well as authorized experimental composting involving food waste. One such authorized experimental food waste composting was anticipated to include a small-scale anaerobic digestion facility on site; however, Agromin did not implement the project, due in part to the capital cost involved and the uncertainty of whether a new Conditional Use Permit would offer sufficient permitted time to recover costs. A different experimental project involving food waste, using covered aerated static pile composting, was not extended by the Local Enforcement Agency in the previous year, so food waste composting discontinued at the only site in Ventura County authorized to compost food waste.

The discontinuation of food waste composting in Ventura County in 2019, described above, prompted a change at the **Simi Valley Landfill and Recycling Center**, which obtained permits to transfer pre-consumer organic waste. At that time, local schools, markets, restaurants, hospitals, and other participating in food waste collection programs were able to maintain service, but their organics were processed to remove contaminants and hauled out-of-county for composting. The food waste is mixed with green materials and trucked to distant sites. These sites have included **Blossom Valley Composting** in Kern County and **Sun Valley Recycling Center of Waste Management** in the eastern San Fernando Valley.

On December 10, 2014, following an earlier amendment by the City of Santa Paula to its own NDFE, the Ventura County Integrated Waste Management Division revised the Countywide NDFE, enabling **Community Recycling** to proceed with permitting plan for an anaerobic digestion system, using digesters at the former Santa Paula Wastewater Treatment Plant, which the company purchased from the city. After some permitting work, Community Recycling sold its assets. **Wayne Bishop** attempted to move forward with permitting, but **Athens Services**, which secured the contract for solid waste services in Santa Paula, did not indicate interest in using the facility, and the initiative was discontinued.

Additional anticipated changes in the use of nondisposal facilities have not progressed to a point requiring revision of documents but have been noted in annual reports as potential upcoming changes. For example, Agromin has announced plans for a potential organics diversion facility at the **Limoneira**

Farm near Santa Paula, but the company has not requested a revision of the unincorporated (and Countywide) NDFE, which will be necessary before issuance of permits. At this time, only the 10-acre portion of Limoneira's farm initially used by Agromin in 2004 is included in existing plans.

In addition to the above changes, the following changes have occurred, were previously included in the County of Ventura's annual updates to CalRecycle, but did not require an amendment to any jurisdiction's Non-disposal Facility Element (NDFE):

- Ventura County residents no longer use the **Lebec Interim Transfer Station** in Kern County, due to its closure; instead, loads of mixed recyclables (including construction and demolition debris) from communities such as the Lockwood Valley are often hauled to, and sorted by, the Metropolitan Recycling Corporation, in Kern County.
- Agromin acquired and expanded a composting facility initially noted in the original NDFE as "**World Soils**" and later, under a different operator, known as "**Shoreline Organics**" or "**Shoreline Organics, Ormond Beach.**" This facility is now referred to as "**Agromin Organic Recycling,**" or "**Agromin Arnold Road Composting.**"
- A sorting area for recycling mixed construction and demolition debris and a green waste processing area opened at the **Simi Valley Landfill and Recycling Center**. Both of these facilities are operated by California Wood Recycling under a contract with Waste Management Incorporated, the operator of the landfill. In 2011, as part of a permit revision for expansion of the landfill, Waste Management obtained Conditional Use Permit provisions and planned for an enhanced sorting operation, including a Material Recovery Facility projected to sort 500 tons per day of mixed recyclables. Because Waste Management did not pursue plans to proceed with the development of this facility, the County's NDFE has not yet been amended to allow for this potential facility.
- The **Simi Valley Recycling Center** (a private company not affiliated with the Simi Valley Landfill and Recycling Center) sorted loads of mixed commercial recyclables collected by contracted haulers. This recycling center ceased operations.
- **Farm Share** began composting operations on farms in unincorporated areas near Camarillo and Moorpark, below the thresholds necessitating NDFE amendment. The company discontinued most of their operations and has scaled down and transferred operation of the one near Camarillo (at McGrath Farm) to another company.
- **Santa Clara Organics, LLC** composted on farms in the Santa Clara River Valley and continues to operate the Ojai Valley Organics site (on land owned by the County of Ventura) at levels below the threshold for an NDFE amendment.
- **Agromin** began mulching operations on the Limoneira farm near Santa Paula, operating below thresholds requiring NDFE amendment.
- Mixed recyclables collected and consolidated in Ventura County are still occasionally hauled to **Waste Management's Azusa Materials Recovery Facility** and various other sites in Los Angeles County for sorting, baling, and sale.

- Through a backhaul program instituted by supermarket distributors, the **Sun Valley site of Community Recycling and Resource Recovery** received food waste from supermarkets throughout Ventura County, processing organics and transferring them to their compost facility in Kern County. This program is ongoing, although both the Sun Valley and the Kern County site are now owned and operated by Recology.
- **Athens Services**, which now owns the former Sun Valley site of Community Recycling and Resource Recovery, sometimes hauls the mixed curbside recyclables from the city of Santa Paula to this location for sorting.
- Community Recycling and Resource Recovery Inc. took over the “**Palm Yard**” site used by the City of Santa Paula for a construction and demolition debris sorting operation. Community Recycling announced plans to pursue a permit so they could operate the site at a higher level of daily tonnage than previously authorized, but this change did not come to fruition.
- **Rancho Punta Gorda**, in La Conchita, obtained an authorization for an experimental operation of a compost facility, received small amounts of organic material, along with several truckloads of processed mulch for use on 300 acres of orchards, but did not obtain sufficient material to begin regular operations and in 2019 allowed its authorization to lapse.
- **McGrath Farm** was the site of an Farm Share operation (noted on the previous page) in the 2000s, and the site later was operated by a contractor, Rob Bischel, under the McGrath Farm name. In 2019, following regulatory changes, Bischel discontinued operations and the site owner sought a new operator. A company expressing interest withdrew from negotiations after encountering permit-related uncertainties, and the owner was unable to find a new operator, so the owner broke up the compacted ground of the site and planted crops.
- **Ojai Valley Organics** operated on land owned by the County of Ventura for decades at levels below the threshold for an NDFE amendment. In 2019, the operator discontinued efforts to renew a conditional use permit (CUP) and the facility closed. With the site closed, the Ventura County Planning Division held the CUP renewal process open as another operator, newly authorized by the Integrated Waste Management Division, attempted permitting. Following that contractor’s withdrawal from the process, the Integrated Waste Management Division authorized a third potential operator, **Progressive Environmental Services** to attempt completion of the permitting process to reopen the site.
- **Rocky H Ranch**, near Ojai, in 2019, discontinued composting operations to avoid potential regulatory consequences for exceeding the parameters of the exempt regulatory tier. This closure also resulted in the cessation of a “Compost Club” the farmer had also started. Rather than charging a tip fee at her facility or a collection fee from Ojai area restaurants, the farmer had monthly subscription arrangements with club members for her “Community Supported Agriculture” venture.
- **Peach Hill Soils and Landscape** operates a compost facility in Somis. The facility has remained below the thresholds for an NDFE amendment and is expected to remain below such thresholds despite a proposed expansion permitted in 2020 and currently in the process of being developed.

- Additional facilities in the process of being considered are at too preliminary a stage to be considered for inclusion in NDFEs but were mentioned in annual reports as potential opportunities for development of additional diversion capacity. For example, Ventura County Water and Sanitation recently selected Anaergia, through a request for proposals process, to investigate potential development of an anaerobic digestion and composting facility, but the facility has not yet been proposed to any permitting authorities, and basic issues, such as location and size, remain unresolved.

Attachment B: Changes in the Use of Disposal Facilities

Since adoption of the Ventura County Summary Plan in November 2000, the following changes in the use of disposal facilities occurred but did not result in revisions to the Countywide Siting Element because amendments to Integrated Waste Management Plans of the County and relevant jurisdictions were accomplished through the annual report process, and countywide disposal capacity remained above 15 years at each reporting period.

- **Toland Road Landfill** had a remaining capacity of 8,429,760 cubic yards as of July 29, 2020, using the Ventura Regional Sanitation District's figures reported in the most recent Landfill Annual Status Report.
- **Simi Valley Landfill and Recycling Center** had a remaining capacity of 79,783,000 cubic yards as of July 29, 2020, using Waste Management's figures reported in the most recent Landfill Annual Status Report.
- **Out-of-County Landfills:** Ventura County generators also used landfills outside Ventura County, continuing a practice reported in the Countywide Siting Element. As noted in the Element, the two major out-of-county landfills used by Ventura County jurisdictions continue to be Calabasas Landfill and Chiquita Canyon Landfill, both in Los Angeles County. However, changes in the use of disposal facilities include periodic use of more distant landfills on a regular basis. This use of additional landfills was previously tracked by, and reported to CalRecycle by, the County of Ventura through the Countywide Disposal Reporting System. As of October 2019, this tracking of out-of-county disposal is now accomplished through the Recycling and Disposal Reporting System, administered by CalRecycle.



VENTURA COUNCIL OF GOVERNMENTS

33 East High Street, Suite 200, Moorpark, CA 93021
www.venturacog.org

May 13, 2021

Arti Lal, Local Government Liaison
Department of Resources Recycling and Recovery (CalRecycle)
Office of Local Assistance & Market Development
1001 I Street
Sacramento, CA 95814

**Subject: VCOG Review of Attached Countywide Integrated Waste Management
Plan (CIWMP) Five-Year Review Report**

Ms. Lal:

By virtue of this letter, the Ventura Council of Governments (VCOG), serving as the Ventura County AB 939 Local Task Force, supports the submittal of the attached CIWMP Five-Year Review Report for your consideration.

This letter follows receipt of a staff report from the County of Ventura Integrated Waste Management Division describing the unanimous consensus among city and County staff that the "update" process is adequate for the current Ventura County CIWMP Five-Year Review Report. None of the Countywide or jurisdiction-specific documents of the CIWMP require revision at this time. Consequently, each jurisdiction will continue to use the Annual Reporting process for any future "updates" to these documents, pursuant to Title 14, California Code of Regulations, Sections 18794.3 and 18794.4, and Public Resources Code, Sections 41770 and 41822.

Sincerely,

Jenny Crosswhite
Chair

VENTURA COUNCIL OF GOVERNMENTS MEMBER AGENCIES

City of Camarillo
City of Ojai
City of Santa Paula
City of Ventura

City of Fillmore
City of Oxnard
City of Simi Valley
County of Ventura

City of Moorpark
City of Port Hueneme
City of Thousand Oaks

Central Services
Joan Araujo, DirectorEngineering Services
Christopher Cooper, DirectorTransportation
David Fleisch, DirectorWater & Sanitation
Joseph Pope, DirectorWatershed Protection
Glenn Shephard, Director

January 7, 2021

Ventura Council of Governments
33 East High Street, Ste. 200
Moorpark, CA 93021**SUBJECT: VENTURA COUNTY'S FIVE YEAR REVIEW REPORT OF
COUNTYWIDE INTEGRATED WASTE MANAGEMENT PLAN****RECOMMENDATION:**

Receive and File

DISCUSSION:

Public Resources Code (PRC) Sections 41770 and 41822, and Title 14, California Code of Regulations (CCR) Section 18788, require each of California's Countywide Integrated Waste Management Plans (CIWMP), and the elements thereof, to be reviewed every five (5) years.

Following the State-mandated schedule for these reviews, Ventura County's CIWMP was most recently reviewed by the Ventura Council of Governments (VCOG) prior to a 2016 deadline. At that time, following the unanimous consensus of city and County staff as well as the recommendation of the local liaison from the California Department of Resources Recycling and Recovery (CalRecycle), VCOG found the CIWMP to be adequate. For the 2021 review, County staff believes the CIWMP remains adequate and requires no revisions. Accordingly, the County of Ventura's Integrated Waste Management (IWM) shall begin the formal review process by soliciting input from cities to ensure the County may rely upon annual reports to CalRecycle to update our CIWMP, rather than revising or amending the various CIWMP elements through this five year review report process.

BACKGROUND:

Since dissolution of the Ventura County Waste Commission (VCWC) in 1995, VCOG has served as Ventura County's solid waste Local Task Force (LTF), pursuant to the statutes of AB 939 (1989), while Integrated Waste Management, a division within the County's Public Work's Water and Sanitation, has served as staff to VCOG for solid waste related matters. If the County of Ventura, considering the advice of VCOG, determines any of the five CIWMP elements is inadequate, the County will notify CalRecycle and revise the appropriate element(s). The specific elements within the CIWMP are: Source Reduction and Recycling

Element; Household Hazardous Waste Element; Non-Disposal Facility Element; Countywide Siting Element; and Countywide Summary Plan. While every city and County update their own specific elements through annual reports to CalRecycle, only Counties have responsibility for the latter two elements.

As detailed in the attached timeline, IWM plans to complete a draft Five Year Review Report, obtain input on this draft from each Ventura County city's staff, and present this draft for comment at your Council's upcoming March meeting. IWM will then report back to VCOG with a request for your Council's comments on a final draft at your Council's May meeting.

If you have questions, please contact me directly at 805-658-4311.

Sincerely,



Bruce Belluschi
Manager

Cc: Jeff Pratt, Director, Public Works
Joe Pope, Director, Water and Sanitation
Mike Kumazawa, Analyst, CEO

Att: Timeline and Task List for Five Year Review of CIWMP

Proposed Timeline for Countywide Integrated Waste Management Plan (CIWMP) Five-Year Review Report

Task	Responsibility	Date	Note
Inform VCOG of proposed timeline and CIWMP review report process	Hugh Riley, VCOG Admin., County (Bruce)	Jan.	Send memo. Respond to any questions.
Write first draft of Five Year Review Report, using state-provided data	IWMD	Feb.	Use CalRecycle template; provide to VCOG and city staff prior to March VCOG meeting, to seek input
Cities comment on draft report	Cities/LTF; Bruce "attend"	Mar. 11	Attend 3/11 VCOG meeting; receive any comments from cities, LTF (LTF members likely relying on city staff)
Write second draft of Five Year Review Report and submit to LTF	IWMD	April	Second draft will incorporate any city/LTF inputs from first draft (if needed)
Obtain written input from LTF on CIWMP documents, if any, requiring revision	Hugh Riley, VCOG Admin., Bruce "attend"	May 13	<u>May 13, 2021 VCOG meeting</u> : Title 14, CCR section 18788 requires a county's local task force to provide written comments to the county and to CalRecycle on areas of the waste management plan that need revision, if any, prior to the five-year anniversary date of CalRecycle approval of the plan, but no later than 45 days prior to the anniversary date.
Provide prepared letter to VCOG for signing by Chair	County (Bruce)	May 14	Email letter to VCOG, requesting signature from VCOG Chair; receive signed letter back
County determines if CIWMP documents are adequate	IWMD informs BOS	June 15	"Receive and file" document
Transmittal of report and LTF findings to CalRecycle & back to LTF	County (Bruce)	June 15	Within 45 days of LTF comments
CalRecycle approves or disapproves County's findings	CalRecycle	Sept. 15	Within 90 days of receiving transmittal
CalRecycle accepts Five Year Review Report as final	CalRecycle	NLT Oct. 15	www.calrecycle.ca.gov/LGCentral/Library/Policy/5YrReview/RevisDueDate.htm

Public Resources Code (PRC) Section 41770 provides that each CIWMP shall be reviewed, revised, if necessary, and submitted to CalRecycle every five years. Additionally, PRC section 41822 requires review of the CIWMP at least once every five years to correct any deficiencies in the individual planning documents, comply with the source reduction and recycling requirements established under PRC section 41780, and revise the documents, as necessary. The Five-Year CIWMP review process and report content requirements are further clarified in Title 14, CCR Section 18788.

The above timeline is based on guidance from the following two portions of the CalRecycle website:

5-year C/RA-IWMP Review Report Guidelines:

<http://www.calrecycle.ca.gov/LGCentral/Library/Policy/5YrReview/>



**VENTURA COUNCIL
OF GOVERNMENTS**

MEMORANDUM

ITEM 7E

TO: Council Members and Alternates
FROM: Hugh Riley, Executive Director 
SUBJECT: Audited Financial Statements F.Y. 2019-2020
DATE: May 13, 2021

Recommendation: Receive and file the Ventura Council of Governments' Audited Financial Statement for the fiscal year ended June 30, 2020.

Discussion:

This report transmits the Ventura Council of Governments' (VCOG) audited financial statements for the fiscal year ended June 30, 2020.

The Fiscal Year 2019-2020 audited financial statements are presented in conformity with accounting principles generally accepted in the United States (GAAP) and audited in accordance with generally accepted auditing standards by independent certified public accountants. The auditors, EideBailly CPA's & Business Advisors, previously issued an unqualified opinion on the Ventura Council of Government's financial statements for the year ended June 30, 2020.

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

There were no irregularities noted and no corrective actions required by the audit. The Ventura Council of Governments ended Fiscal Year 2019/2020 with an unrestricted ending fund balance of \$107,661.

The VCOG 2019-2020 Audited Financial Statements have been posted on VCOG's Website - www.venturacog.org.

Attachments:

1. Basic Financial Statements with Independent Auditors' Report including Report on Internal Control Over Financial Reporting and Compliance
2. SAS 114 Letter
3. VCOG Management Representation Letter



Financial Statements
June 30, 2020

Ventura Council of Governments

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Independent Auditor's Report

The Board of Directors
Ventura Council of Governments
Ventura, California

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and the general fund of the Ventura Council of Governments (Council), as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the Council's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the general fund of the Council as of June 30, 2020, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Prior-Year Comparative Information

We have previously audited the Council's 2019 financial statements, and we expressed unmodified audit opinions on the respective financial statements of the governmental activities and general fund in our report dated April 30, 2020. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2019, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated May 5, 2021, on our consideration of the Council's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Council's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Council's internal control over financial reporting and compliance.



Rancho Cucamonga, California
May 5, 2021

Ventura Council of Governments Management's Discussion and Analysis

As management of the Ventura Council of Governments (Council), we offer readers of VCOG's financial statements this narrative overview and analysis of VCOG's financial activities for the fiscal year ended June 30, 2020.

Overview of the Financial Statements

This discussion and analysis are intended to serve as an introduction to VCOG's basic financial statements. The basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains required supplementary information.

Government-wide Financial Statements. The government-wide financial statements are designed to provide readers with a broad overview of VCOG's finances in a manner similar to a private-sector business.

The statement of net position presents information on all of VCOG's assets and liabilities, with the difference between assets and liabilities reported as net position. Over time, increases or decreases in net position may serve as a useful indication on whether the financial position of VCOG is improving or deteriorating.

The statement of activities presents information showing how VCOG's net position changed during the fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of the related cash flows. Thus, revenues and expenses are reported in this same statement for some items that will only result in cash flows in future fiscal periods. The government-wide financial statements may be found on pages 6-7.

Fund Financial Statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. VCOG, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds. Governmental fund financial statements focus on near-term inflows and outflows of spendable resources as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements. VCOG consists of a single governmental fund. The fund financial statements may be found on page 8-9.

Notes to the basic financial statements. The notes provide additional information that is essential for a full understanding of the data provided in the government-wide and fund financial statements.

Government-wide Financial Analysis

The total net position of VCOG was \$107,661 at June 30, 2020 (as noted in Table 1 below). In comparison, the total net position of VCOG at June 30, 2019 was \$97,312. VCOG's net position at June 30, 2020 was unrestricted, meaning there are no external restrictions placed on the future use of the organization's net position.

Table 1
Ventura Council of Governments
Net Position at June 30:

		Governmental Activities		Percent Change
		2020	2019	
Assets				
Current assets	16,627	\$ 120,047	\$ 103,420	
Total Assets		120,047	103,420	16.1%
Liabilities				
Current liabilities	6,278	12,386	6,108	
Total Liabilities		12,386	6,108	102.8%
Net Position				
Unrestricted	10,349	107,661	97,312	
Total Net Position		\$ 107,661	\$ 97,312	10.6%

The total net position for VCOG increased by \$10,349, or 10.6%, during fiscal year 2019-2020. This means the revenues exceeded expenses, on a full accrual basis by \$10,349 for the year. Charges for services were 96.4% lower than in fiscal year 2018-19, and expenses were 35.1% lower. Two factors contribute to these changes. These were the cancellation of the Annual Dinner in June 2020 due to the COVID-19 Pandemic, and the shift of the two annual conferences (SCAG Annual Economic Summit and General Assembly and League of California Cities Annual Conference) from live events to virtual events, eliminating staff registration, travel and lodging expenses. Liabilities increased during the current year because \$6,000 in funds contributed by Annual Dinner Sponsors (SCAG and Southern California Edison) became unearned income and thus were entered as a liability.

Table 2
Changes in Net Position
For the Year Ended:

	Governmental	Activities	Percent
	2020	2019	Change
Revenues			
Program revenues			
Charges for Services	\$ 255	\$ 7,167	-96.4%
Operating Grants and Contributions	64,992	64,992	0.0%
General Revenues			
Investment earnings	310	20	1450.0%
Total Revenues	65,557	72,179	-9.2%
Expenses			
General government	55,208	85,075	-35.1%
Change in Net Position	10,349	(12,896)	-180.2%
Net position - beginning of year	97,312	110,208	-11.7%
Net position - end of year	<u>\$ 107,661</u>	<u>\$ 97,312</u>	10.6%

Financial Analysis of the General Operating Fund

VCOG maintains a single government fund called the General Fund. As of June 30, 2020, total revenues, assets, liabilities and expenditures of the General Fund are the same as total assets, liabilities, revenues and expenses as shown on the government-wide financial statements.

VCOG's revenues for fiscal year 2019-2020 came from membership dues, charges for 2019 Annual Dinner Ticket Sales, and investment income. Investment income increased due to the purchase of a certificate of deposit. There were no changes in the dues structure from fiscal year 2018-19 to fiscal year 2019-20.

General Operating Fund Budgetary Highlights

The VCOG Council adopted a formal budget for the fiscal year ended June 30, 2020 on May 9, 2019. The new budget featured a reduction in expenses as there was no research grant expenditures planned for the year.

Contacting VCOG Management

Questions concerning any of the information provided in this report or requests for additional information should be addressed to the VCOG Executive Director, 33 East High Street, Suite 200, Moorpark, CA 93021, P.O. Box 157, Moorpark, California 93020.

Ventura Council of Governments
Statement of Net Position
June 30, 2020
(With Comparative Totals for June 30, 2019)

	Governmental Activities	
	2020	2019
Assets		
Cash and Cash Equivalents (Note 2)	\$ 120,047	\$ 99,546
Accounts Receivable	-	3,874
Total Assets	<u>120,047</u>	<u>103,420</u>
Liabilities		
Accounts Payable	6,386	
Unearned Income	<u>6,000</u>	<u>6,108</u>
Net Position		
Unrestricted	<u>107,661</u>	<u>97,312</u>
Total Net Position	<u>\$ 107,661</u>	<u>\$ 97,312</u>

Ventura Council of Governments

Statement of Activities

For the year ended June 30, 2020

(With Comparative Totals for the year ended June 30, 2019)

	Expenses	Program Revenues		Governmental Activities	
		Charges for Services	Operating Grants and Contributions	2020 Net (Expense) Revenue	2019 Net (Expense) Revenue
Governmental Activities:					
General Government	<u>\$ 55,208</u>	<u>\$ 255</u>	<u>\$ 64,992</u>	<u>\$ 10,039</u>	<u>\$ (12,916)</u>
General Revenues:					
Unrestricted Investment Earnings				<u>310</u>	<u>20</u>
Change in Net Position				10,349	(12,896)
Net Position at Beginning of Year				<u>97,312</u>	<u>110,208</u>
Net Position at End of Year				<u>\$ 107,661</u>	<u>\$ 97,312</u>

Ventura Council of Governments
Governmental Funds Balance Sheet – General Fund
June 30, 2020
(With Comparative Totals for June 30, 2019)

	<u>2020</u>	<u>2019</u>
Assets		
Cash and Cash Equivalents (Note 2)	\$ 120,047	\$ 99,546
Accounts Receivable	<u>-</u>	<u>3,874</u>
Total Assets	<u>\$ 120,047</u>	<u>\$ 103,420</u>
Liabilities and Fund Balances		
Liabilities		
Accounts Payable	\$ 6,386	\$ -
Unearned Income	<u>6,000</u>	<u>6,108</u>
Total Liabilities	<u>12,386</u>	<u>6,108</u>
Fund Balances		
Committed	67,000	67,000
Unassigned	<u>40,661</u>	<u>30,312</u>
Total Fund Balances	<u>107,661</u>	<u>97,312</u>
Total Liabilities and Fund Balances	<u><u>\$ 120,047</u></u>	<u><u>\$ 103,420</u></u>

Ventura Council of Governments
Governmental Funds Statement of Revenues, Expenditures and Changes in Fund Balances – General Fund
Year Ended June 30, 2020
(With Comparative Totals for June 30, 2019)

	2020	2019
Revenues		
Charges for Services	\$ 255	\$ 7,167
Contributions	64,992	64,992
Investment Income	310	20
	<u>65,557</u>	<u>72,179</u>
Total Revenues		
Expenditures		
Current		
General Government:		
Professional Services	50,178	68,787
Operations	1,267	4,499
Travel and Meetings	1,994	10,076
Other	1,769	1,713
	<u>55,208</u>	<u>85,075</u>
Total Expenditures		
Net Change in Fund Balances	10,349	(12,896)
Fund Balance, Beginning of Year	97,312	110,208
	<u>97,312</u>	<u>110,208</u>
Fund Balance, End of Year	<u>\$ 107,661</u>	<u>\$ 97,312</u>

Note 1 - Summary of Significant Accounting Policies

Reporting Entity: The Ventura Council of Governments (Council) was established by a voluntary joint powers agreement on December 1, 1992 representing the 10 cities within Ventura County as well as the County. This Joint Powers Agency was established under Organization of Title 1, Division 7, Chapter 5 of the California Government Code Section 6503.5. The purpose of the Council is to facilitate cooperative sub-regional and regional planning, coordination and technical assistance on issues of mutual concern.

There are many other governmental agencies, including the County of Ventura and the Ventura County Transportation Commission, providing services within the area served by the Council. These other governmental agencies have independently elected governing boards and consequently are not under the direction of the Council. Financial information for these agencies is not included in the accompanying financial statements.

Financial Statement Presentation: The Council's basic financial statements consist of government-wide financial statements, including a statement of net position and statement of activities, and fund financial statements.

The accompanying financial statements are presented in conformity with accounting principles generally accepted in the United States of America for governmental units as prescribed by the Governmental Accounting Standards Board (GASB).

Government-Wide Financial Statements: The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) report information on all of the activities of the Council. These statements report governmental activities, which normally are supported by general and intergovernmental revenues.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. For the Council, contributions represent member agency dues. Investment earnings and other items not properly included among program revenues are reported instead as general revenues.

In the fiscal year ended June 30, 2020, the government-wide financial statements under full accrual were the same as the fund financial statements under modified accrual.

Fund Financial Statements: The underlying accounting system of the Council is organized and operated on the basis of separate funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Fund financial statements for the Council's governmental funds are presented after the government-wide financial statements. The emphasis on fund financial statements is on major governmental funds, each displayed in a separate column. The Council has only one fund, the General Fund. The General Fund is the general operating fund of the Council.

Measurement Focus and Basis of Accounting: The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned, and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Council considers revenues to be available if they are collected within 180 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred.

Revenues susceptible to accrual include member agency dues and interest revenue.

Cash and Cash Equivalents: The Council maintains cash and cash equivalents in accordance with its investment policy. The investment policy complies with, or is more restrictive than, applicable state statutes.

The cash of the Council is deposited in an interest-bearing bank account.

Fund Balance: The Council maintains its equity in accordance with the fund balance policy.

In the fund financial statements, governmental funds report non-spendable, restricted, committed, assigned and unassigned fund balances to identify the extent to which the Council is bound to honor constraints on the specific purposes for which amounts can be spent.

Non-spendable fund balance: Includes assets that are not in spendable form (i.e. prepaid items) or are legally or contractually required to be maintained intact (i.e. permanent endowments).

Restricted fund balance: Includes amounts that are constrained by the specific purpose stipulated by external resource providers and/or imposed constitutionally or by enabling legislation.

Committed fund balance: Includes amounts that can be used for specific purposes determined by formal action of the government's highest level of decision-making authority by resolution or formal board action. The Board of Directors, as the Council's highest level of decision-making authority, may commit fund balance for specific purposes pursuant to constraints imposed by formal actions taken. Committed amounts cannot be used for any other purpose unless the Council removes or changes the specific use through the same type of formal action taken to establish the commitment. As of June 30, 2020, total committed fund balance was \$67,000.

Assigned fund balance: Includes amounts that are intended by the government to be used for specific purposes, but are neither committed nor restricted. The Council has designated the authority to assign amounts used for specific purposes to the Executive Director.

Unassigned fund balance: Includes the residual funds for the General Fund and all amounts not contained in the other classifications.

When both restricted and unrestricted resources are available for use, it is the Council's policy to use restricted resources first and then unrestricted resources in the following manner: committed, assigned and unassigned.

Net Position: In the government-wide financial statements, net position represents the difference between assets and liabilities and is classified as unrestricted net position.

Unrestricted net position represents those assets that are available for general use.

When both restricted and unrestricted resources are available for use, it is the Council's policy to use restricted resources first and then unrestricted resources, as they are needed.

Use of Estimates: The preparation of basic financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts and disclosures in the financial statements. Actual results could differ from those estimates.

Unearned Income: Unearned income is money received by an individual or company for a service or product that has yet to be provided or delivered. The Council's Unearned Income consists of the Annual Dinner sponsorship collected in FY 2019-20 which became unavailable due to the cancellation of FY 2019-20 Annual Dinner due to the COVID-19 Pandemic.

Prior Year Data: Selected information regarding the prior year has been included in the accompanying financial statements. This information has been included for comparison purposes only and does not represent a complete presentation in accordance with generally accepted accounting principles. Accordingly, such information should be read in conjunction with the Council's prior year financial statements for the year ended June 30, 2019, from which this selected financial data was derived.

Implementation of New GASB Pronouncements:

Adopted in the Current Year:

GASB Statement No. 95 – The primary objective of this Statement is to provide temporary relief to governments and other stakeholders in light of the COVID-19 pandemic. That objective is accomplished by postponing the effective dates of certain provisions in Statements and Implementation Guides that first became effective or are scheduled to become effective for periods beginning after June 15, 2018, and later. The Council has determined that the requirements of these statements do not have a material impact to the financial statements.

Effective in Future Fiscal Years: The GASB has issued the following pronouncements prior to June 30, 2020, that have effective dates which may impact future financial statement presentation. The effect of these statements is currently under review by the Council:

GASB Statement No. 84, *Fiduciary Activities*

GASB Statement No. 87, *Leases*

GASB Statement No. 89, *Accounting For Interest Cost Incurred Before the End of a Construction Period*

GASB Statement No. 90, *Majority Equity Interests – an amendment of GASB Statements No. 14 and No. 61*

GASB Statement No. 91, *Conduit Debt Obligations*

GASB Statement No. 92, *Omnibus 2020*

GASB Statement No. 93, *Replacement of Interbank Offered Rates*

GASB Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*

GASB Statement No. 96, *Subscription-Based Information Technology Arrangements*

GASB Statement No. 97, *Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans—an amendment of GASB Statements No. 14 and No. 84, and a supersession of GASB Statement No. 32*

Note 2 - Cash and Cash Equivalents

The unexpended cash of the Council is deposited in an interest-bearing bank account. The carrying value of cash as of June 30, 2020 was \$120,047.

Investments Authorized by the Council's Investment Policy: The table below identifies the investment types that are authorized for the Council by the California Government Code and the Council's investment policy. The table also identifies certain provisions of the California Government Code (or the Council's investment policy, if more restrictive) that addresses interest rate risk, credit risk, and concentration of credit risk.

Custodial Credit Risk: Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code and the Council's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits or investments, other than the following provision for deposits: The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure Council deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits. The first \$250,000 of the deposit balance is federally insured and the remaining balance is collateralized in accordance with the California Government Code.

Note 3 - Risk Management

The Council has general liability insurance coverage. Liabilities are reported when it is probable that a loss has occurred, and the amount of the loss can be reasonably estimated. There have been no claims or insurance settlements for the past three years and the Council has no liability at June 30, 2020 for unpaid claims.

Note 4 - Support Services

The Council has no employees. The Council contracts with its current Executive Director. During the fiscal year ended June 30, 2020, the Council paid \$45,188 for Executive Director support services to perform management and administrative services. The expenditures for the Council are included in professional services in the fund financial statements.

Note 5 - Commitments and Contingencies

The Council's management is not aware of any outstanding claims or litigation. The Council has limited revenue sources from member dues. It is dependent on continued available funding.



Required Supplementary Information
June 30, 2020

Ventura Council of Governments

Ventura Council of Governments
General Fund Budgetary Comparison Schedule
Year Ended June 30, 2020

	2020			Variances with
	Budgeted Amounts		2020	Final Budget
	Original	Final	Actual	Positive (Negative)
Revenues:				
Charges for Services	\$ 3,500	\$ 3,500	\$ 255	\$ (3,245)
Contributions	64,992	64,992	64,992	-
Investment Income	508	508	310	(198)
Total Revenues	69,000	69,000	65,557	(3,443)
Expenditures:				
Current:				
General Government:				
Professional Services	52,000	52,000	50,178	1,822
Operations	2,400	2,400	1,267	1,133
Travel and Meetings	12,900	12,900	1,994	10,906
Other	1,700	1,700	1,769	(69)
Total Expenditures	69,000	69,000	55,208	13,792
Net Change in Fund Balances	-	-	10,349	10,349
Fund Balance, Beginning of Year	97,312	97,312	97,312	-
Fund Balance, End of Year	\$ 97,312	\$ 97,312	\$ 107,661	\$ 10,349

Note 1 - Budgetary Data

The annual budget serves the fiscal period from July 1 through June 30 and is a vehicle that accurately and openly communicates the Council's priorities to the community, businesses, vendors and other public agencies. Also, the budget provides the foundation of financial planning by providing resources planning and controls that permit the evaluation and adjustment of the Council's performance.

Budgets are prepared in accordance with generally accepted accounting principles using the modified accrual basis of accounting. Budgeted amounts are as originally adopted, or as amended in accordance with prescribed procedures throughout the fiscal year.

The adopted budget can be amended by the Council Board to change both appropriations and estimated revenues as unforeseen circumstances come to management's attention. Increases and decreases in revenue and appropriations require approval by the Council Board. Expenditures may not exceed total appropriations at the individual object level. Any transfer of appropriations between object levels is delegated by the Council Board to the Executive Director. It is the practice of the Council's management to review the budget quarterly and, if necessary, recommend changes to the Board.

The legal level for budgetary control (the level at which expenditures may not legally exceed appropriations) is at the object level. Any transfer of appropriations between object levels within the same budget unit must be authorized by the Council Board.

Note 2 - Expenditures in Excess of Appropriations

Expenditures for the year ended June 30, 2020, exceeded appropriations in the following categories:

- Other General Government expenditures exceeded the legal level for budgetary control by \$69 due to increased Special Liability Insurance (SLIP) fee paid to Alliant Insurance Services, Inc.



Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*

To the Board of Directors
Ventura Council of Governments
Ventura, California

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities and the general fund of the Ventura Council of Governments (Council), as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the Council's basic financial statements and have issued our report thereon dated May 5, 2021.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Council's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Council's internal control. Accordingly, we do not express an opinion on the effectiveness of the Council's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Council's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in cursive script that reads "Eide Bailly LLP".

Rancho Cucamonga, California
May 5, 2021



VENTURA COUNCIL OF GOVERNMENTS

33 East High Street, Suite 200, Moorpark, CA 93021
www.venturacog.org

May 5, 2021

Eide Bailly, LLP
10681 Foothill Blvd. Suite 300
Rancho Cucamonga, California 91730

This representation letter is provided in connection with your audit of the financial statements of the Ventura County Council of Governments (Council), which comprise the respective financial position of the governmental activities and the general fund as of June 30, 2020, and for the year then ended, and the related notes to the financial statements, for the purpose of expressing opinions on whether the basic financial statements present fairly, in all material respects, the financial position, where applicable, of the various opinion units of the Council in accordance with accounting principles generally accepted for governments in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in the light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement.

We confirm that, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves as of May 5, 2021.

Financial Statements

- We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated September 21, 2020, for the preparation and fair presentation of the financial statements of the various opinion units referred to above in accordance with U.S. GAAP.
- We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- We acknowledge our responsibility for compliance with the laws, regulations, and provisions of contracts and grant agreements.
- We have reviewed, approved, and taken responsibility for the financial statements and related notes.
- We have a process to track the status of audit findings and recommendations.

VENTURA COUNCIL OF GOVERNMENTS MEMBER AGENCIES

City of Camarillo
City of Ojai
City of Santa Paula
City of Ventura

City of Fillmore
City of Oxnard
City of Simi Valley
County of Ventura

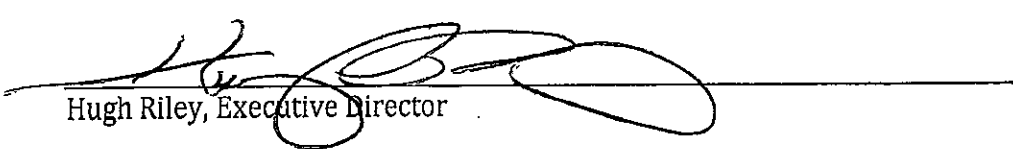
City of Moorpark
City of Port Hueneme
City of Thousand Oaks

- All events subsequent to the date of the financial statements and for which U.S. GAAP requires adjustment or disclosure have been adjusted or disclosed.
- The effects of all known actual or possible litigation and claims have been accounted for and disclosed in accordance with U.S. GAAP.
- All funds and activities are properly classified in accordance with GASB Statement No. 34.
- All components of net position, non-spendable fund balance, and restricted, committed, assigned, and unassigned fund balance are properly classified and, if applicable, approved.
- Our policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position/fund balance are available is appropriately disclosed and net position/fund balance is properly recognized under the policy.
- All revenues within the statement of activities have been properly classified as program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
- All expenses have been properly classified in or allocated to functions and programs in the statement of activities, and allocations, if any, have been made on a reasonable basis.
- Deposit risks have been properly and fully disclosed.
- All required supplementary information is measured and presented within the prescribed guidelines.
- With respect to the preparation of the financial statements, we have performed the following:
 - Made all management decisions and performed all management functions;
 - Assigned a competent individual to oversee the services;
 - Evaluated the adequacy of the services performed;
 - Evaluated and accepted responsibility for the result of the service performed; and
 - Established and maintained internal controls, including monitoring ongoing activities.

Information Provided

- We have provided you with:
 - Access to all information, of which we are aware that is relevant to the preparation and fair presentation of the financial statements of the various opinion units referred to above, such as records, documentation, meeting minutes, and other matters;
 - Additional information that you have requested from us for the purpose of the audit; and
 - Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
- All transactions have been recorded in the accounting records and are reflected in the financial statements.
- We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- We have provided to you our analysis of the entity's ability to continue as a going concern, including significant conditions and events present, and if necessary, our analysis of management's plans, and our ability to achieve those plans.
- We have no knowledge of any fraud or suspected fraud that affects the entity and involves:
 - Management;
 - Employees who have significant roles in internal control; or
 - Others where the fraud could have a material effect on the financial statements.
- We have no knowledge of any allegations of fraud, or suspected fraud, affecting the entity's financial statements communicated by employees, former employees, vendors, regulators, or others.

- We are not aware of any pending or threatened litigation, claims, and assessments whose effects should be considered when preparing the financial statements and we have not consulted legal counsel concerning litigation, claims, or assessments.
- We have disclosed to you the identity of the entity's related parties and all the related party relationships and transactions of which we are aware.
- We have disclosed to you all significant estimates and material concentrations known to management that are required to be disclosed in accordance with GASB Statement No. 62 (GASB-62), *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*. Significant estimates are estimates at the balance sheet date that could change materially within the next year. Concentrations refer to volumes of business, revenues, available sources of supply, or markets or geographic areas for which events could occur that would significantly disrupt normal finances within the next year.
- We have identified and disclosed to you the laws, regulations, and provisions of contracts and grant agreements that could have a direct and material effect on financial statement amounts, including legal and contractual provisions for reporting specific activities in separate funds.
- There are no:
 - Violations or possible violations of laws or regulations, or provisions of contracts or grant agreements whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency, including applicable budget laws and regulations.
 - Unasserted claims or assessments that our lawyer has advised are probable of assertion and must be disclosed in accordance with GASB-62.
 - Other liabilities or gain or loss contingencies that are required to be accrued or disclosed by GASB-62
 - Continuing disclosure consent decree agreements or filings with the Securities and Exchange Commission and we have filed updates on a timely basis in accordance with the agreements (Rule 240, 15c2-12).
- The Council has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset or future revenue been pledged as collateral.
- We have complied with all aspects of grant agreements and other contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
- As part of your audit, you assisted with preparation of the financial statements and related notes. We acknowledge our responsibility as it relates to those non-audit services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for those financial statements and related notes.
- The Council has followed all applicable laws and regulations in adopting, approving, and amending budgets.


Hugh Riley, Executive Director



**VENTURA COUNCIL
OF GOVERNMENTS**

ITEM 7F

MEMORANDUM

TO: Council Members and Alternates
FROM: Hugh Riley, Executive Director
SUBJECT: Fiscal Year 2021/2022 Budget
DATE: June 11, 2020

Recommendation:

The review and discuss the proposed VCOG Operating Budget for F.Y. 2021-2022 and Adopt VCOG Resolution No. 2021-03

Discussion:

The VCOG Joint Powers Authority Agreement Section 23 requires that a budget be adopted, and dues be approved, at the last regular meeting of the Governing Body prior to June 30 of each year or at the first meeting, regular or special, of the Governing Body after June 30. This report transmits the proposed VCOG Budget for Fiscal Year 2021/2022. The VCOG Admin Committee reviewed and approved the proposed budget at their March 28, 2021 meeting.

Fiscal Year 2019/2021 Expenditures

Fiscal Year 2020/2021 total expenditures are estimated to be \$136,624. With the postponement of the Annual Dinner (Currently Planned for September 9) Those expenditures did not occur during the 2020-2021 Fiscal Year. Also, there were no costs for Conference and Meetings or for staff travel.

The 2020-2021 Amended Budget totaled \$278,872 leaving an estimated unexpended fund balance of \$142,248. Besides the Annual Dinner, and Travel costs, the remainder of the balance is due to the under-expenditure of REAP Grant Funds caused by the delay in the completion of the grant MOU (Approved on March 11, 2021). The actual fund balance will be carried forward to 2021-2022 on July 8, 2021 with the adoption of the Final, Amended 2021-2022 Operating Budget.

2021/2022 Estimated Revenue

Considering the probable commitment from SCAG and SCE for \$6,000 sponsorship donations for the September 9, 2021, Annual Dinner, and the continued expenditure of REAP Grant Funds for the active projects, revenues are currently budgeted at \$430,807. In addition, based on past experience and a possible reluctance by invited guests and paid guests to attend due to the possible social distancing setting in September 2021, only \$300 has been budgeted as

income from guest ticket sales for the dinner event. Thus the proposed revenue for operating for Fiscal Year 2021/2022 is \$403,807.

REAP Funding Projections

When SCAG has a fully executed contract with HCD for the REAP Grant, VCOG's final REAP Grant amount will be determined and the 2021-2022 Operating will be amended to reflect the final numbers on July 8, 2021. Based on our latest information for VCOG's REAP Funding for both Phases is summarized below:

	REAP Project/Activity Name	Phase 1 funding	Phase 2 funding	Total Project Funding
1	REAP Application, Management, and Executive Outreach, and Admin for all Projects NTE 5%	\$35,860	\$27,950	\$63,810
	Task A			\$20,731
	Task B			\$21,500
	Task C			\$21,579
2	Localized Content for Documents, Presentations, and Public Information Programs	\$19,500	\$0	\$19,500
	Task A			\$9,500
	Task B			\$10,000
3	Regional Model Inclusionary Ordinance	\$19,500	\$0	\$19,500
	Task A			\$19,500
4	Regional ADU Program for Pre-Fabricated and Garage Conversion ADUs	\$87,500	\$62,100	\$149,600
	Task A			\$40,300
	Task B			\$40,300
	Task C			\$69,000
5	Regional CEQA Streamlining Vehicle Miles Traveled (VMT) Adaptive Management and Mitigation Program	\$37,000	\$142,590	\$179,590
	Task A			\$10,500
	Task B			\$86,500
	Task C			\$82,590
	Phase Total	\$199,360	\$232,640	
	Total Approved Funding Amount	\$432,000		

2020/2021 Proposed Expenditure- Detail

The Executive Administration line item has been maintained at \$45,000 which conforms to the services contract approved on June 11 2020. Accounting Fees have been slightly reduced to \$2,000 since additional accounting costs will be paid primarily from the REAP Grant. Audit Fees have maintained at \$5,250 which reflects the current fee proposal from the auditor for the 2020-2021 Audit.

Separate line items for Insurance and Legal Services have also been included in the budget based on the expected Alliant insurance policy premium. \$8,000 has been budgeted for the 2021 Annual Dinner Events; \$4,842 for Conference and Meetings and; \$800 for staff Travel. Since it is unlikely either the LOCC Annual Conference on October 2021 or the SCAG Economic Summit and General Assembly in April 2022 will be live events

Administrative Operating Costs

Expenses for office supplies, printing and copying, and Internet are based on current year's expenditures including the annual fee for the Quickbooks Accounting Program.

Fiscal Year 2021/2022 Proposed Budget

The proposed Fiscal Year 2021/2022 budget (Attachment, Exhibit A) totals \$ 430,807 ifor VCOG Operating Expenses and REAP Grant Expenditures. Member agency Dues Assessments (Attachment, Exhibit B) have been maintained at the same level as 2020-2021 as they have for the past eight years.

ATTACHMENTS: VCOG Resolution 2021-3 and Exhibits-Proposed Budget 2020-2021

ATTACHMENT

VENTURA COUNCIL OF GOVERNMENTS RESOLUTION NO. 2021-03

A RESOLUTION OF THE GOVERNING BODY OF THE VENTURA COUNCIL OF GOVERNMENTS ADOPTING THE 2021-2022 BUDGET

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

SECTION 1: The Governing Body finds that a budget for Fiscal Year 2021/2022 must be adopted to fund operations for the coming year.

SECTION 2: The Governing Body agrees to adopt the proposed budget for Fiscal Year 2021/2022 as detailed in Exhibit A.

SECTION 3: The Governing Body agrees that, while certain budgeted expense line items may be exceeded due to unexpected cost increases or other circumstances, the approved Total Expenditure amount shall not be exceeded. Further, line-item cost overruns shall not exceed 10% of the original line item without approval by the Administrative Committee. The legal level of budgetary control, the level at which expenditures cannot legally exceed the appropriated amount, is exercised at the fund level.

SECTION 4: All fund balances as of June 30, 2021 shall be carried forward to the 2021-2021 Fiscal Year Operating Budget.

SECTION 5: The Governing Body agrees to adopt Member Dues Assessments for Fiscal Year 2020/2021 as detailed in Exhibit B.

PASSED AND ADOPTED this 13th day of May, 2021.

Jenny Crosswhite, Chair

Attest:

Hugh Riley, Executive Director

EXHIBIT A

VENTURA COUNCIL OF GOVERNMENTS FISCAL YEAR 2021/2022 PROPOSED OPERATING BUDGET

<u>Budget Item</u>	<u>Fiscal Year 2020/2021 Amended Budget</u>	<u>SCAG Approved/ Amended Actual 9 Mo.- 12-Mo. Estimate</u>	<u>Fiscal Year 2021-2022 Recommended</u>
Income			
Annual Dinner Sponsorships	-0-	-0-	6,000
Annual Dinner Tickets	500	-0-	300
Dues Assessments	<u>64,992</u>	<u>64,992</u>	<u>64,992</u>
Sub Total Income	65,492	64,992	71,292
Other Types of Income			
Bank Interest	20	15	15
Research Grant Appropriation	8,000	4,800	4,800
SCAG- REAP Contract	<u>199,360</u>	<u>77,300</u>	<u>354,700</u>
Total-Other Types of Income	<u>207,380</u>	<u>81,315</u>	<u>395,525</u>
Total Income	272,872	146,307	430,807
Unearned Income Liability	<u>6,000</u>	<u>6,000</u>	<u>-0-</u>
Total Income & Unearned Income	278,872	152,307	430,807
Expenses			
Contract Services			
Accounting Services	2,550	1,200	2,000
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	51,450	52,250
Research Grant-CLU	8,000	4,800	4,800
Legal Fees	<u>370</u>	-0-	<u>300</u>
Total Contract Services	61,170	56,250	57,350
Operations			
Printing and Copying	1,500	450	1,500
Supplies	600	-0-	500
Website & Programs	<u>1,500</u>	<u>755</u>	<u>1,000</u>
Total Operations	3,600	1,205	3,000
Other Types of Expenses			
Insurance-Liability, D and O	<u>1,800</u>	<u>1,869</u>	<u>2,100</u>
Total-Other Types of Expenses	1,800	1,869	2,100

REAP Project Costs (These Numbers will be Finalized on July 8, 2021)

Project 1			
TASK A	12,892	18,000	2,731
TASK B	13,000	3,000	18,500
TASK C	<u>9,968</u>	<u>300</u>	<u>21,279</u>
SUB TOTAL- Project 1	35,860	21,300	42,510
Project 2			
TASK A	9,500	9,500	-0-
TASK B	10,000	10,000	-0-
TASK C	-0-	removed	-0-
TASK D	<u>-0-</u>	<u>removed</u>	<u>-0-</u>
SUB TOTAL- Project 2	19,500	19,500	-0-

Project 3			
TASK A	19,500	14,500	5,000
TASK B	-0-	removed	-0-
TASK C	-0-	removed	-0-
TASK D	-0-	removed	-0-
TASK E	-0-	removed	-0-
TASK F	-0-	removed	-0-
SUB TOTAL- Project 3	<u>19,500</u>	<u>14,500</u>	<u>5,000</u>
Project 4			
TASK A	29,250	5,500	34,800
TASK B	29,250	5,500	35,300
TASK C	-0-	3,000	66,000
TASK D	<u>29,000</u>	<u>moved to "C"</u>	<u>-0-</u>
SUB TOTAL- Project 4	<u>87,500</u>	<u>13,500</u>	<u>136,100</u>
Project 5			
TASK A	5,000	3,500	7,000
TASK B	32,000	5,000	81,500
TASK C	-0-	-0-	82,590
TASK D	-0-	removed	-0-
SUB TOTAL- Project 5	<u>37,000</u>	<u>8,500</u>	<u>171,090</u>
TOTAL REAP COSTS	<u>199,360</u>	<u>77,300</u>	<u>354,700</u>
Total All Contract Services	260,530	136,624	417,150
Travel and Meetings			
Annual Dinner	7,500	-0-	8,000
Conference and Meetings	4,842	- 0-	4,842
Travel	<u>600</u>	<u>-0--</u>	<u>815</u>
Total- Travel and Meetings	<u>12,942</u>	<u>-0-</u>	<u>13,657</u>
Total Expenditures	278,872	136,624	430,807

NOTE: SCAG has finally been given notice that their full REAP allocation has been approved however the final agreement with SCAG has not been executed. The result is that VCOG is now able to plan for the full amount of the REAP Grant of \$432,000. However, until the HCD/SCAG Contract is finalized, VCOG will not adopt a budget including the full grant amount. Staff will present an amendment and finalize the 2021-2022 Operating Budget at the July 8, 2021 Council Meeting that will include the full allocation of REAP Grant Funds less grant funds expended in F.Y. 2020-2021.

EXHIBIT B

VENTURA COUNCIL OF GOVERNMENTS FISCAL YEAR 2020/2021 DUES ASSESSMENT BY MEMBER

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

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


** May not total exactly due to rounding.



Item 8A

MEMORANDUM

TO: Council Members and Alternates

FROM: Hugh Riley, Executive Director 

SUBJECT: Government Response to Impact of COVID-19 Pandemic on Ventura County's Homeless Population/Tenants and Landlords

DATE: May 13, 2021

Recommendation: Receive report and discuss

For Discussion:

VCOG continues to serve as the Continuum of Care's Interagency Council on Homelessness.

Sonia Kroth, Community Relations Manager with the Ventura County Human Services Agency and Tara Carruth MSW, from the County of Ventura, Executive Office, will provide a report including the Emergency Rental Assistance Program, current and planned outreach efforts to vulnerable groups, the 2021 sheltered count, and other relevant updates on homelessness in Ventura County.

On any given night, more than 161,000 people are experiencing homelessness in California, representing more than one-quarter of all people experiencing homelessness in the United States. Making significant progress in preventing and ending homelessness across the state will require sustained and focused efforts at the Federal, State, and local levels. The problem persists in varying degrees, in every city in Ventura County and the county's unincorporated areas. Over the past several years, Ventura County has seen a significant rise in unsheltered homelessness with 1,747 persons counted on one night in January 2020. There has been a cumulative 47% increase between 2016 and 2020. The 2021 unsheltered count was cancelled due to COVID-19 safety concerns. The annual sheltered count was conducted on January 28, 2021 including all emergency shelter, transitional housing and emergency motel placements.

Preventing new episodes of homelessness is a key strategy in the Ventura County Plan to Prevent and End Homelessness. The COVID-19 pandemic has had a significant economic impact on many Ventura County residents including many renters who have faced a loss of income and inability to pay their full rent. Eviction moratoriums have protected tenants from losing their housing but rent arrears are significant.

Through combined federal and state funding, the California COVID-19 Rent Relief Program was launched on March 15, 2021, with \$52 million allocated to Ventura County (\$39.3M County; \$12.9 M City of Oxnard). This program assists struggling California tenants and landlords impacted by COVID-19. via the following:

- Provides eligible landlords with immediate relief through the payment of 80% of their tenants' rental arrears accumulated between April 1, 2020 and March 31, 2021. Landlords, in turn, agree to accept this as payment in full for any unpaid rent for that period.
- In cases where a landlord chooses not to participate, the program allows an eligible tenant to apply to the program for 25% of their rental arrears, which will be paid to the landlord as required to protect tenants from unlawful eviction. The program also allows for prospective payments of 25% of monthly rent for the months of April, May, and June 2021.
- Establishes a requirement for funds to be administered in at least three rounds of applications and payments, prioritizing recipients who are: (1) below 50% AMI or unemployed for 90 days; (2) below 80% AMI and in a community disproportionately impacted by COVID-19; (3) below 80% AMI and not addressed by rounds 1 & 2.

More information can be found at [Housing Is Key.com](https://housingiskey.com)