



VENTURA COUNCIL OF GOVERNMENTS

AGENDA

The meeting will be via Zoom Webinar
Thursday, January 13, 2022, 4:00 p.m.

PUBLIC ACCESS LINK

<https://us02web.zoom.us/j/85748216900?pwd=STA4aTZVN2x0TkJIZlIh6QkJIYkcrdz09>

Meeting ID: 857 4821 6900 Password: 996210

Dial-In # 1-669-900-6833

On March 17, 2020, the Governor issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings completely telephonically or by other electronic means. On June 11, 2021, the Governor subsequently issued Executive Order N-08-21 maintaining the suspension of certain provisions of the Brown Act to continue to allow for local legislative bodies to conduct their meetings completely telephonically or by other electronic means through September 30, 2021. In accordance with AB361, VCOG will continue to conduct its meetings by teleconference, its councilmembers will participate in the meeting from individual remote locations, and no physical location will be open to the public for the VCOG meeting. Members of the public will be able to virtually view and participate in the Council meeting remotely. Members of the public who wish to address the council on an item to be considered at this meeting are asked to please use/click the "Raise Hand" feature in Zoom (or *9 if you are calling into the Zoom meeting) at the time the Chairperson requests public comments. The Chair will then advise you when it is your turn to speak. Verbal public comments are limited to three minutes.

In compliance with the Americans 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 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 & SPECIAL PRESENTATIONS**
- 3. PUBLIC COMMENT**

At this time, public comments received in advance by VCOG Staff will be read aloud into the meeting record. Individual Board Members may briefly respond to Public Comments or ask questions for clarification.

MEMBERS

City of Camarillo
Kevin Kildee, Member
Charlotte Craven, Alternate

City of Fillmore
Simone Alex
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
Carmen Ramirez-Alternate

4. **Virtual Meeting Declaration (Resolution No. 2022-01)** p. 4 - Virtual Meeting Declaration (VCOG Resolution No. 2022-01) for compliance with AB 316. If necessary, the declaration will be placed on the consent calendar for subsequent virtual meetings. **Action:** Adopt Resolution No. 2022-01
5. **SEATING OF 2022 VCOG CHAIR AND ELECTION OF CHAIR-ELECT FOR 2022** p. 9 - Confirmation of Chair-elect Kevin Kildee as Chair for 2022 and election of Chair-Elect for 2022 to serve as Chair for 2023. **Action:** Confirm Chair and Elect Chair Elect.
6. **EXECUTIVE DIRECTOR'S REPORT – (Sent Separately)**
Introduction of Cpt. Robert "Barr" Kinnach III, USN- New Commander, Naval Base Ventura
7. **AGENCY REPORTS** – Oral Reports If Representatives Attend
 - A. Southern California Association of Governments
 - B. Ventura County Transportation Commission
 - C. League of California Cities
 - D. Other
8. **CONSENT CALENDAR**
 - A. **Summary of November 4, 2021 Meeting** p. 11 – Approve Meeting Summary for the November 4, 2021, VCOG Meeting. **Action:** Approve Meeting Summary as published.
 - B. **Financial Report** p. 16 - Approve Ventura Council of Governments Financial Report for the Budget Period from October 29, 2021 to January 7, 2022. **Action:** Approve Financial Report.
 - C. **Register of Warrants & Debit Card Transactions** p. 23 - Approve the Register of Warrants for Expenditures and Debit Card Transactions incurred from October 29, 2021 to January 7, 2022. **ACTION:** Approve Register of Warrants and Debit Card Transactions.
 - D. **Budget Amendment For REAP Program Expenses for F.Y. 2021-2022 Allocating \$21,600 in Additional REAP Funds Available to VCOG** p. 27 Approve Amendment to VCOG 2021-2022 Operating Budget allocating an additional \$21,600 in REAP Funds and adjusting certain other budget line items. **Action:** Adopt VCOG Resolution No. 2022-02
 - E. **Review DRAFT - 2022 VCOG Legislative Program** p. 32 - Review of Legislative Program for 2022 and refer to Administrative Committee for Recommendations. **Action:** Refer Draft 2022 VCOG Legislative Program to the Administrative Committee for Recommended Changes.
 - F. **Review DRAFT – 2022 VCOG Program of Priorities** p. 38 - Review of Program of Priorities for 2021 and refer to Administrative Committee for Recommendations. **Action:** Refer Draft 2021 VCOG Program of Priorities to the Administrative Committee for Recommended Changes.
 - G. **REAP Project No. 4- Regional ADU Program- Joint Project- Joint Memorandum of Understanding and Scope of Work with OCCOG and GCCOG** p. 41 - **Action:** Authorize the Chair to execute a Memorandum of Understanding (MOU) and Scope of Work with the Orange County Council of Governments (OCCOG), and Gateway Cities Council of Government (GCCOG), for Project to develop Accessory Dwelling Unit (ADU) support, housing website, and model ordinance.

9. PRESENTATION ITEMS

- A. **Ventura County in 2022- Commentary on the Economic Outlook for Ventura County By Henry Dubroff, Founder and Editor, Pacific Coast Business Times**
p. 56. Action: Hear Report and Discuss.

10. BOARD MEMBER COMMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS

Any Council Member present may propose items for placement on a future agenda. Members may discuss whether the item should be placed on the agenda and the description of the agenda item.

11. ADJOURNMENT: Next Meeting- March 10, 2022 at Moorpark City Hall or VIA ZOOM

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).



Item 4

MEMORANDUM

TO: Council Members and Alternates

FROM: Hugh Riley, Executive Director

SUBJECT: Virtual Meeting Declaration

DATE: January 13, 2022

Background:

Assembly Bill 361 (2021-2022) incorporated into California state law some aspects of the teleconferencing rules that have applied by Executive Order to local public agencies during the COVID-19 pandemic. Notably, because AB 361 included an urgency measure, the law was immediately effective as of the date of the Governor's signature. AB 361 provides that it sunsets on January 1, 2024. Governing bodies are required to make this declaration on each instance where they will be conducting their public meetings virtually.

Benefits of operating under AB 361 during the COVID-19 pandemic, as opposed to under the normal open meeting laws, include the following:

- Agendas need not be posted at all teleconference locations;
- Each teleconference location need not be identified in the notice and agenda of the meeting;
- Each teleconference location need not be accessible to the public; and
- A quorum of the members of the legislative body do not need to participate in the meeting from locations within the boundaries of the territory over which the public agency exercises jurisdiction.

Following are requirements for invoking AB 361 the first time that a public agency does so:

1. There must be a "proclaimed state of emergency," *as there is currently, in that the Governor's State of Emergency Declaration, issued on March 4, 2020, has not been lifted, and*
2. One of the following three circumstances must exist:
 1. State or local officials have imposed or recommended measures to promote social distancing;

2. The meeting is held to determine, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to health or safety of attendees; or
3. The majority of the legislative body has voted that, as a result of the emergency, meeting in person would present imminent risk to the health or safety of attendees.

If a public agency wishes to consider invoking AB 361 for subsequent meetings, the following is required for those subsequent meetings:

1. The proclaimed state of emergency must remain active; or
2. State or local officials have imposed or recommended measures to promote social distancing; and
3. Not later than 30 days after teleconferencing for the first time under the AB 361 rules, and every 30 days thereafter, the Legislative body shall make the following findings by majority vote:
 - o The legislative body has reconsidered the circumstances of emergency, and at least one of the following circumstances exist:
 1. The state of emergency continues to directly impact the ability of the members to meet safely in person; or
 2. State or local officials continue to impose or recommend measures to promote social distancing.

If a public agency were to invoke AB 361, following are notice and participation requirements:

Notice Requirements

- Each notice of the meeting and agenda must identify the means by which members of the public may access the meeting and offer public comment by a call-in option or an internet-based service option (does not need to be both)

Participation Requirements

- Cannot require public comments to be submitted in advance of the meeting (although the agency may provide this as an option along with the call-in or internet-based service option)
- Public must be able to attend via call-in option or internet-based service option (does not need to be both)
- Public must be able to address the legislative body "directly" via call-in option or internet-based service option
- The public agency must provide an opportunity for the public to address the Legislative body and "offer comment in real time"

- If there is a disruption that prevents the public agency from broadcasting the meeting using the call-in option or internet-based service option, or if there is a disruption within the public agency's control that prevents members of the public from offering public comments using the call-in option or internet-based service option, the body "shall take no further action on items appearing on the agenda until public access to the meeting via the call-in option or internet-based service option is restored"
- Timing of Public Comment Period
 - If a legislative body does not provide a timed public comment period, but takes public comment separately on each agenda item, it shall allow a "reasonable amount of time per agenda item to allow public members the opportunity to provide public comment," including time for members of the public to register to provide comment or otherwise be recognized for the purpose of providing public comment
 - If a legislative body provides a timed general public comment period that does not correspond to a specific agenda item, it shall not close the public comment period or the opportunity to register until the timed general public comment period has elapsed
 - If a legislative body provides a timed public comment period for each agenda item, it shall not close the public comment period or the opportunity to register until the timed public comment has elapsed

AB 361 provides that its provisions may be invoked once under the conditions described, without having the legislative body make, by majority vote, the legislative findings noted above.

Summary:

At this time, Staff is recommending that VCOG conduct its regular Council Meetings and Administrative Committee for 2022 as virtual meetings. Therefore, the Virtual Meeting Declaration (VCOG Resolution No. 2022-01) must be adopted at the beginning of the January 13, 2022 Meeting. If necessary, the declaration will be placed on the consent calendar for subsequent virtual meetings.

Recommendation:

Adopt Resolution No. 2022-01

Attachment: VCOG Resolution No. 2022-1

ATTACHMENT

VENTURA COUNCIL OF GOVERNMENTS RESOLUTION NO. 2022-01

A RESOLUTION OF THE GOVERNING BODY OF THE VENTURA COUNCIL OF GOVERNMENTS INVOKING AB 361 FOR COUNCIL AND COMMITTEE MEETINGS

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

SECTION 1: The Governing Body has reconsidered the circumstances of the COVID-19 Emergency, and finds that the following circumstances exist:

- A. The state of emergency continues to directly impact the ability of the members to meet safely in person; or
- B. State or local officials continue to impose or recommend measures to promote social distancing.

SECTION 2: This Declaration shall be reconsidered at each subsequent meeting.

NOW THEREFORE BE IT RESOLVED THAT: The Governing Body of the Ventura Council of Governments Hereby Invokes the Provisions of AB 361 and thereby agrees to Continue to Hold Virtual Council and/or Committee Meetings, including but not limited to the meeting events listed on Exhibit A, and to comply with the Notice and Participation Requirements Imposed by AB 361

PASSED AND ADOPTED this 13th day of January 2022.

Jenny Crosswhite, Chair

Attest:

Hugh Riley, Executive Director

EXHIBIT A

Schedule of VCOG Meetings for 2022

Board Meeting- Camarillo City Council Chambers

Thursdays from 4:00 p.m. to 6:30 p.m. (Council Meetings May be virtual depending on COVID-19 Restrictions in place at the time.)

January 13, 2022

March 10, 2022 (Moorpark)

May 12, 2022

July 14, 2022,

Sept. 8, 2022 (Annual Dinner- Camarillo)*

Oct. 13, 2022

November 10, 2022

**To Be rescheduled- Conflicts with CalCities Annual Conference*

Administrative Committee – Admin or Central Conference

Room- Camarillo City Hall (Committee Meetings May be virtual depending on COVID-19 Restrictions in place at the time.)

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

January 27, 2022

March 24, 2022

May 26, 2022

June 23, 2022

July 21, 2022

October 20, 2022

November 17, 2022




**VENTURA COUNCIL
OF GOVERNMENTS**

Item 5

MEMORANDUM

TO: Council Members and Alternates

FROM: Hugh Riley, Executive Director 

SUBJECT: Seating of 2022 VCOG Chair and Election of Chair-Elect for 2022

DATE: January 13, 2022

Recommendation:

The Administrative Committee recommends that the Council confirm Chair-elect Kevin Kildee as Chair for 2022 and elect a Chair-Elect for 2021. The Committee declined to make a nomination for the office of Chair-elect and recommends that nominations be made by Members from the floor.

Discussion:

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

The VCOG Administrative Committee met on November 18, 2021, declined to make a nomination for the office of Chair-elect and recommends that nominations be made from the floor.

Procedure for electing Chair-Elect:

- Chair asks for nominations for Chair-elect from the Council. (Self-nominations are acceptable)
- A voice or show of hands for each nominee in the order of their nomination. Any member may request a secret ballot.
- The first nomination to receive a majority vote of the members present is elected Chair-elect for 3032 and will succeed as Chair in January 2023.

PAST VCOG CHAIRS

2021 – Jenny Crosswhite
2020 – Janice Parvin - Moorpark
2019 - Al Adam – Thousand Oaks
2018 – Bob Huber – Simi Valley
2017 - John Procter – Santa Paula
2016 – Janice Parvin, Moorpark
2015 – Al Adam, Thousand Oaks
2014 – Jan McDonald, Camarillo
2013 – Bob Huber, Simi Valley
2012 - Tim Flynn, Oxnard
2011 – Janice Parvin, Moorpark
2010 – Aguirre, Santa Paula
2009 – P. Miller, Simi Valley
2008 – Holden, Oxnard



MEETING SUMMARY

ITEM 8A

**Ventura County Community Foundation
4001 Mission Oaks Blvd.
Camarillo, CA 93012
November 4, 2021
4:00 p.m.**

1. **CALL TO ORDER & FLAG SALUTE** – The meeting was called to Order at 4:03 PM by Chair Crosswhite. The Flag Salute was led by Chair Crosswhite.

2. ROLL CALL

Present:

Jenny Crosswhite, Chair, City of Santa Paula
Kevin Kildee, Chair-Elect, City of Camarillo
Janice Parvin, IP Chair, City of Moorpark
Al Adam, City of Thousand Oaks
Randy Haney, City of Ojai
Steven Gama, City of Port Hueneme
Mike Johnson, City of San Buenaventura
Carmen Ramirez, Supervisor, County of Ventura- Alternate for Bob Huber

Absent: Diane McCall, City of Fillmore; Bert Perello, City of Oxnard, Ruth Luevanos, City of Simi Valley

Staff:

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

Guests:

Mina Layba, Legislative Affairs Manager, city of Thousand Oaks
Dr. Jamshid Damooei, Professor, Economics Program and Executive Director of Center for Economics of Social Issues (CESI), CLU
Dr. Leslie Abel, Full-time Lecturer, Department of Sociology, Cal State University, Channel Islands
Rick Hall, President of Livable California – VIA Zoom
Bill Brand, Mayor of Redondo Beach- VIA Zoom
Julie Testa, Deputy Mayor, City of Alameda Representing California Alliance of Local Electeds (CALE) – VIA Zoom

3. PUBLIC COMMENT –

Mike Johnson, speaking as an individual expressed his opposition to the “Stop the Sacramento Land Grab” Initiative. Mr. Johnson stated that he would not support the proposed initiative and. As a member of the Ventura City Council, he had sent a letter to Governor Newsom urging him to sign SB 9 and SB 10 because he thought the legislation would be good for the City of Ventura.

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

- **2021 Legislative Update** – Riley referred to the printed Summary Report on legislation provided to the Council including the thirty-six housing bills and several high-profile bills pertaining to broadband, Brown Act, public safety, and recycling bills. This year's legislative session was much less chaotic than the last. Lawmakers were more focused this year, introducing 2,421 bills, far more than in 2019 or 2020. Of the 836 bills that reached the Governor's desk, 92% were signed. He vetoed just sixty-six bills, a relatively paltry percentage when compared to his first two years. (See Attached Bill Status Summary Table.)
- **2021 Annual VCOG Dinner** – Riley provided a report on the Annual VCOG Dinner in Santa Paula on October 21. A summary of the event income and expenses was also provided.

INCOME:

➤ Dinner Tickets (9)	\$ 450.00
Total Income	\$ 450.00

EXPENSE:

➤ Facilities Fees -	\$ 350.00
➤ Catering-	\$ 2,216.25
➤ Linens	\$ 288.00
➤ Floral Center Pieces	\$ 570.00
➤ Desserts- Cookies/Pies	\$ 453.30
➤ Entertainment	\$ 1,530.00
➤ Gifts	\$ 908.38
Total Expense	\$ 6,315.93

NET EXPENSE: **\$ 5,865.93**

EVENT BUDGET **\$ 8,000.00**

OVER/UNDER BUDGET **(\$ 2,134.07) Under Budget**

Riley offered a special thankyou to the City of Santa Paula, City Manager Dan Singer, and his staff: Executive Assistant, Cindy Madrigal; Jonathan Royas, Management Analyst & PIO; Nicki Mayes, Management Fellow and to the event host, VCOG Chair Jenny Crosswhite.

- **SCAG Update-** The October Report from SCAG Regional Affairs Officer Rachel Wagner was provided with Riley's report.

Riley reported that On Thursday, Dec. 2, SCAG will be hosting the **12th annual Southern California Economic Summit** virtually, focusing on the theme "From Inclusive Recovery to Inclusive Growth." This summit will come at a time when the regional economy is still recovering from a time of unprecedented crisis.

He announced that Javiera Cartagena has been appointed Director of Government and Public Affairs for the Southern California Association of Governments (SCAG). Cartagena has served as a Regional Affairs Officer before being promoted to Manager of Regional Services. As Director of Government and Public Affairs, Cartagena will work closely with SCAG's Executive Director, Chief Operating Officer and Regional Council to lead engagement initiatives and meet the strategic goals of an agency that represents six counties, 191 cities and more than nineteen million residents. She manages three SCAG Departments: Media and Public Affairs, Government Relations, and Legislation

- **Farm Bureau has New CEO-** Riley reported that Port Hueneme Resident Maureen McGuire has been named the new Chief Executive Officer of the Ventura County Farm Bureau. McGuire replaces John Krist who is retiring in December after fourteen years as the Bureau's CEO.
- **VCOG Administrative Committee-**The Committee will meet on November 18, 2021 via ZOOM Conference Call. The Committee will be planning for the VCOG Council Meeting on January 13, 2022, and discussing the selection/election of a Chair-elect for 2022 who will serve as VCOG Chair for 2023. The Committee will also consider the required declaration for the continuation of virtual meetings.
- **2022 VCOG Meeting Schedule** – The Administrative Committee is recommending the VCOG Meeting Schedule for 2022. The Schedule follows past practice for meeting intervals. The Annual VCOG Dinner has been rescheduled to September to avoid having two dinner events in the same fiscal year.

Riley reported that Cpt. Robert Kimnach, Commanding Officer of Naval Base Ventura was unable to attend the meeting. His appearance will be rescheduled for the January 13, 2022, VCOG Meeting,

5. **AGENCY REPORTS – NONE-** There were no agency representatives present.

6. **CONSENT CALENDAR**

- A. **Summary of July 8, 2021, Meeting** – Approve Meeting Summary for the July 8, 2021, VCOG Meeting. **ACTION:** Approve Meeting Summary as published.
- B. **Financial Report** - Approve Ventura Council of Governments Financial Report for the Budget Period July 1, 2021, to October 29, 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 July 1, 2021, to October 29, 2021. **ACTION:** Approve Register of Warrants and Debit Card Transactions.
- D. **Engagement Letter- EideBailly for 2020-2021 Independent Audit** – Receive Audit Engagement Letter with EideBailly for Independent Audit for VCOG F.Y. 2020-2021 for a fee not to exceed \$5,500. **ACTION:** Authorize Executive Director to acknowledge and accept the Audit Engagement Letter.
- E. **2022-SCAG Regional Council Elections- Districts 46** - **ACTION:** Direct Staff to Issue Election Notice and Call for Candidates for Representative to SCAG Regional Council for Sub-region District 46.
- F. **Proposed VCOG Meeting Schedule for 2022** - **ACTION:** Review and approve Meeting Schedule for VCOG Council and Administrative Committee for 2022.
- G. **REAP Project No. 4- Regional ADU Program- Joint Project- Draft Memorandum of Understanding and Scope of Work with OCCOG and GCCOG** - **Action:** Approve Outline of Draft Memorandum of Understanding (MOU) with the Orange County Council of Governments (OCCOG), and Gateway Cities Council of Government (GCCOG), for Scope of Work related to accessory dwelling unit (ADU) support, housing website, and model ordinance development.

MOTION was made by Member Haney to approve Items A – G of the Consent Calendar. The Motion was **SECONDED** by Member Kildee. The motion carried without opposition.

Chris Williamson provided a brief status report on the REAP Program Projects:

PROJECT 2: Localized Content for Documents, Presentations, and Public Information Programs - The Power Point information slides about RHNA "from the State to SCAG to each city" have been completed and distributed to VCOG Members for their internal use. There are sufficient funds remaining for staff to update the slides with material on the most recent bills passed.

PROJECT 3: Regional Inclusionary Ordinance – A draft Template Inclusionary Housing Ordinance has been completed and distributed to the city attorneys. It is modeled after the six ordinances now in place in Ventura County Cities as well as several examples from around the State.

PROJECT 4: Regional ADU Program for Prefabricated and Garage Conversion ADU's – An Outline of Memorandum of Understanding (MOU) with the Orange County Council of Governments (OCCOG), and Gateway Cities Council of Government (GCCOG) is under joint review, and for Scope of Work to develop accessory dwelling unit (ADU) support information and plans, housing website, and model ordinance.

PROJECT 5: Regional CEQA Streamlining VMT Adaptive Management and Mitigation Program – The project's objective is to create a Regional CEQA Streamlining VMT Adaptive Management and Mitigation Program. VCTC and VCOG Staff have been meeting with the primary consultant Iteris, to develop the guidelines and analysis for the VMT Adaptive Mitigation Program. A Fact Sheet has been completed to communicate the purpose and requirements of the program. This has been distributed to the City Managers Group and city planners. The consulting team has been working on background tasks including a Memorandum that outlines the requirements for adopting a fee program. Chris stated the project is designed to streamline the CEQA Process for any project but particularly for housing projects and it is not intended to be a revenue producer.

Riley reported that VCOG had just received payment for REAP Reimbursement Invoice No. 5 from SCAG.

7. Presentation Items

A. California Lutheran University (CLU) Project Report- Ventura County Family Justice Center Evaluation Study – Dr. Jamshid Damooei, Professor, Economics Program and Executive Director of Center for Economics of Social Issues (CESI), CLU, and Dr. Leslie Abel, Full-time Lecturer, Department of Sociology, Cal State University, Channel Islands presented the final Report on Domestic Violence in the Wake of COVID-19 and an Acute Needs Assessment of the Ventura County Family Justice Center. A summary of the study's principal objectives and findings was presented as follows:

OBJECTIVES:

- How has the COVID-19 pandemic affected domestic violence in Ventura County?
- Is the Ventura County Family Justice Center (VCFJC) prepared to meet the needs of victims in the county?
- The VCFJC provides wrap around support for survivors of domestic violence, child abuse, sexual assault, human trafficking, and elder/dependent adult abuse.

FINDINGS:

- Domestic violence is one of the most underreported crimes, thus measuring calls for police service are an imperfect measure for adequately assessing the true scoop of domestic violence.
- Researchers observed a statistically significant increase of **5.6%** of domestic violence-related calls for police service since stay-at-home mandate in Ventura County.
- This was similar to, but slightly lower than the **8.1%** increase observed nationally.
- Domestic violence is a serious public health problem that has been exacerbated by the COVID-19 crisis.
- The UN calls this "the shadow pandemic"
- The statewide stay-at-home orders unintentionally led to danger in both homes where domestic violence an issue previously and in homes where it was not.
- Differentially impacts the most vulnerable and disadvantaged.

Discussion and questions from the Council followed the presentation.

B. Livable California Presentation - Rick Hall, President of Livable California and Bill Brand, Mayor of Redondo Beach and Julie Testa, Deputy Mayor, City of Alameda - Representing California Alliance of Local Electeds (CALE) will discuss the Livable California Movement and the Statewide Ballot Initiative "Stop the Sacramento Land Grab." The presentation's primary focus was on the proposed initiative now called "Our Neighborhood Voices Initiative. The initiative seeks to Amends Article XI of the California Constitution to make zoning and land-use locally controlled. The measure was Introduced by Assembly Member Al Muratsuchi, co-authored by State Senator Stephen Glazer as ACA7. The proposed amendment does not affect Fair Housing Laws or CEQA requirements but does supersede any previously enacted State laws such as SB9 & SB10. Initiative proponents profess that

- Sacramento is scapegoating cities instead of collaborating on affordable housing.
- The Legislators falsely claim the housing shortage is caused by local regulations,
- Housing Costs Cities more money than the revenue it brings in.
- Cities receive minimal funds from property tax revenue. There is not sufficient revenue to support large scale development and the state has taken away the best tool local jurisdictions have to support and maintain affordable units needed.
- It is vital that power for zoning and land use be retained by local agencies.

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

Member Ramirez suggested there be a Report on the water supply situation in Ventura County. Member Haney agreed and both Ramirez and Haney agreed to make suggestions to staff for officials to be contacted to provide a report.

9. ADJOURNMENT – Chair Cross adjourned the meeting at 6:05 p.m. to January 13, 2021 March 11, 2021. in honor of Ari Larson, Council Member for the City of Fillmore; and, at the request of Member Gama to Ellis Green and Douglas Breeze, former Port Hueneme Council Members and Mayors.



**VENTURA COUNCIL
OF GOVERNMENTS**

ITEM 8B

MEMORANDUM

TO: Council Members and Alternates

FROM: Hugh R. Riley, Executive Director 

SUBJECT: Financial Report

DATE: January 13, 2022

Recommendation:

Receive and file Financial Report for Period ending January 7, 2022.

Discussion:

This report transmits the Ventura Council of Governments (VCOG) Financial reports for the Budget Period to January 7, 2022

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-7/01/20	Rate	Balance
Bank of A	Maximizer 2635	N/A	\$ 2.57	0.03%*	\$62,661.76

* Variable

Payments for REAP Reimbursement Invoice Nos. 6, and 7 for August and September, have been received from SCAG. Invoice Nos. 8 and 9 totaling \$ 26,974.66 are pending. All Member Assessments for 2021-2022 totaling \$64,992 have been paid and there are no liabilities or accounts payable.

Pursuant to Section 2 (Compensation) of the Independent Contractor Agreement dated September 10, 2020 between VCOG and Dr. Christopher Williamson, the Hourly Rate of \$100.00/hr. has been adjusted based on the Consumer Price Index Urban (CPI-U-all items- Attached)) to \$109.00/hr. effective January 1, 2022.

ATTACHMENTS: Balance Sheet – As of January 7, 2022
Budget vs. Actual Report - July 1, 2021 to January 7, 2022
Consumer Price Index

Ventura Council of Governments

Balance Sheet As of January 7, 2022

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
BofA - 5797	0.00
BofA - 9045	52,413.94
BofA MM - 2635	62,661.76
Total Bank Accounts	\$115,075.70
Accounts Receivable	
Accounts Receivable (A/R)	26,974.66
Total Accounts Receivable	\$26,974.66
Other Current Assets	
Undeposited Funds	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$142,050.36
Other Assets	
Fraud	0.00
Total Other Assets	\$0.00
TOTAL ASSETS	\$142,050.36
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	0.00
Total Accounts Payable	\$0.00
Other Current Liabilities	
Payroll Liabilities	0.00
Total Other Current Liabilities	\$0.00
Total Current Liabilities	\$0.00
Long-Term Liabilities	
Unearned Income	0.00
Total Long-Term Liabilities	\$0.00
Total Liabilities	\$0.00
Equity	
Opening Balance Equity	104,091.04
Unrestricted Net Assets	6,905.99
Net Income	31,053.33
Total Equity	\$142,050.36
TOTAL LIABILITIES AND EQUITY	\$142,050.36

Ventura Council of Governments

Budget vs. Actuals: FY 2022 Budget(7/1/21 to 6/30/22) - FY22 P&L

July 2021 - June 2022

	TOTAL		
	ACTUAL	BUDGET	REMAINING
Income			
Annual Dinner Sponsorship	9,000.00	6,000.00	-3,000.00
Annual Dinner Tickets	450.00	300.00	-150.00
Dues Assessments	64,992.00	64,992.00	0.00
Investments			
Interest-Savings, Short-term CD	3.10		-3.10
Total Investments	3.10		-3.10
Other Types of Income			
Bank Interest		10.00	10.00
Total Other Types of Income		10.00	10.00
REAP Income	40,483.70	395,300.00	354,816.30
Research Grant Appropriation		800.00	800.00
Total Income	\$114,928.80	\$467,402.00	\$352,473.20
GROSS PROFIT	\$114,928.80	\$467,402.00	\$352,473.20
Expenses			
Contract Services			
Accounting Fees	505.00	2,000.00	1,495.00
Audit		5,500.00	5,500.00
Executive Administration	19,656.25	45,000.00	25,343.75
Legal Fees		300.00	300.00
Research Grant - CLU	800.00	800.00	0.00
Total Contract Services	20,961.25	53,600.00	32,638.75
Operations			
Printing and Copying	247.42	1,150.00	902.58
Supplies		500.00	500.00
Website	860.00	1,000.00	140.00
Total Operations	1,107.42	2,650.00	1,542.58
Other Types of Expenses			
Insurance - Liability, D and O	2,470.88	2,200.00	-270.88
Total Other Types of Expenses	2,470.88	2,200.00	-270.88
REAP Project Costs			
Project - 1 - TASK A	200.00	2,731.00	2,531.00
Project 1 - TASK B	5,862.50	23,500.00	17,637.50
Project 1 - TASK C	500.00	21,279.00	20,779.00
Project 2 - TASK A		4,200.00	4,200.00
Project 2 - TASK B	1,275.00		-1,275.00
Project 3 - TASK A	9,200.00	28,400.00	19,200.00
Project 3 - TASK B	9,955.00		-9,955.00
Project 3 - TASK C	6,510.00		-6,510.00
Project 4 - NEW TASK A	725.00	50,000.00	49,275.00
Project 4 - TASK A	475.00		-475.00

-

Ventura Council of Governments

Budget vs. Actuals: FY 2022 Budget(7/1/21 to 6/30/22) - FY22 P&L

July 2021 - June 2022

	TOTAL		
	ACTUAL	BUDGET	REMAINING
Project 4 - TASK B	462.50		-462.50
Project 5 - Administration	903.53		-903.53
Project 5 - TASK A	12,441.16	7,000.00	-5,441.16
Project 5 - TASK B	1,171.51	175,600.00	174,428.49
Project 5 - TASK C		82,590.00	82,590.00
Total REAP Project Costs	49,681.20	395,300.00	345,618.80
Travel and Meetings	70.00		-70.00
Annual Dinner	7,765.16	8,000.00	234.84
Conference and Meetings	775.00	4,842.00	4,067.00
Meals	8.00		-8.00
Travel	1,036.56	810.00	-226.56
Total Travel and Meetings	9,654.72	13,652.00	3,997.28
Total Expenses	\$83,875.47	\$467,402.00	\$383,526.53
NET OPERATING INCOME	\$31,053.33	\$0.00	\$ -31,053.33
NET INCOME	\$31,053.33	\$0.00	\$ -31,053.33



Economic News Release



Table 1. Consumer Price Index for All Urban Consumers (CPI-U): U. S. city average, by expenditure category

Table 1. Consumer Price Index for All Urban Consumers (CPI-U): U.S. city average, by expenditure category, November 2021
[1982-84=100, unless otherwise noted]

Expenditure category	Relative importance Oct. 2021	Unadjusted indexes			Unadjusted percent change		Seasonally adjusted percent change		
		Nov. 2020	Oct. 2021	Nov. 2021	Nov. 2020-Nov. 2021	Oct. 2021-Nov. 2021	Aug. 2021-Sep. 2021	Sep. 2021-Oct. 2021	Oct. 2021-Nov. 2021
All items	100.000	260.229	276.589	277.948	6.8	0.5	0.4	0.9	0.8
Food	13.995	269.069	284.205	285.507	6.1	0.5	0.9	0.9	0.7
Food at home	7.733	250.407	265.478	266.384	6.4	0.3	1.2	1.0	0.8
Cereals and bakery products	0.979	282.782	294.625	295.909	4.6	0.4	1.1	1.0	0.8
Meats, poultry, fish, and eggs	1.838	265.307	297.377	299.228	12.8	0.6	2.2	1.7	0.9
Dairy and related products	0.750	229.503	233.168	233.157	1.6	0.0	0.7	0.2	0.2
Fruits and vegetables	1.311	306.311	318.316	318.436	4.0	0.0	0.6	0.1	1.0
Nonalcoholic beverages and beverage materials	0.920	175.869	186.387	185.119	5.3	-0.7	1.2	0.8	0.2
Other food at home	1.935	217.310	227.701	229.643	5.7	0.9	1.1	1.2	1.0
Food away from home ⁽¹⁾	6.262	298.253	313.592	315.481	5.8	0.6	0.5	0.8	0.6
Energy	7.469	194.388	255.338	259.100	33.3	1.5	1.3	4.8	3.5
Energy commodities	4.207	192.126	294.326	302.635	57.5	2.8	1.3	6.2	5.9
Fuel oil ⁽¹⁾	0.111	209.579	322.736	333.899	59.3	3.5	3.9	12.3	3.5
Motor fuel	4.022	188.544	289.665	297.841	58.0	2.8	1.2	6.1	6.1
Gasoline (all types)	3.937	187.609	288.501	296.571	58.1	2.8	1.2	6.1	6.1
Energy services	3.262	205.921	228.484	227.874	10.7	-0.3	1.2	3.0	0.3
Electricity	2.446	213.787	229.641	227.588	6.5	-0.9	0.8	1.8	0.3
Utility (piped) gas service	0.816	179.226	220.668	224.225	25.1	1.6	2.7	6.6	0.6
All items less food and energy	78.536	269.473	281.617	282.754	4.9	0.4	0.2	0.6	0.5
Commodities less food and energy commodities	20.755	145.750	158.550	159.426	9.4	0.6	0.2	1.0	0.9
Apparel	2.725	116.602	124.323	122.383	5.0	-1.6	-1.1	0.0	1.3
New vehicles	3.856	148.063	162.527	164.511	11.1	1.2	1.3	1.4	1.1
Used cars and trucks	3.350	152.324	195.213	200.209	31.4	2.6	-0.7	2.5	2.5
Medical care commodities ⁽¹⁾	1.493	378.810	379.003	379.483	0.2	0.1	0.3	0.6	0.1
Alcoholic beverages	0.997	259.995	264.748	264.957	1.9	0.1	0.2	-0.2	0.0
Tobacco and smoking products ⁽¹⁾	0.615	1,192.609	1,287.067	1,298.746	8.9	0.9	0.7	1.9	0.9
Services less energy services	57.781	346.884	357.469	358.722	3.4	0.4	0.2	0.4	0.4
Shelter	32.425	327.435	338.671	339.997	3.8	0.4	0.4	0.5	0.5
Rent of primary residence	7.585	344.039	352.892	354.526	3.0	0.5	0.5	0.4	0.4
Owners' equivalent rent of residences ⁽²⁾	23.514	337.247	347.522	349.152	3.5	0.5	0.4	0.4	0.4
Medical care services	7.002	565.345	575.493	577.076	2.1	0.3	-0.1	0.5	0.3
Physicians' services ⁽¹⁾	1.780	392.156	407.391	408.843	4.3	0.4	-0.3	0.0	0.4
Hospital services ⁽³⁾	2.171	355.164	368.593	367.479	3.5	-0.3	0.1	0.5	-0.3
Transportation services	5.012	315.554	323.903	327.749	3.9	1.2	-0.5	0.4	0.7

Footnotes

(1) Not seasonally adjusted.

(2) Indexes on a December 1982=100 base.

(3) Indexes on a December 1996=100 base.

Expenditure category	Relative importance Oct. 2021	Unadjusted indexes			Unadjusted percent change		Seasonally adjusted percent change		
		Nov. 2020	Oct. 2021	Nov. 2021	Nov. 2020- Nov. 2021	Oct. 2021- Nov. 2021	Aug. 2021- Sep. 2021	Sep. 2021- Oct. 2021	Oct. 2021- Nov. 2021
Motor vehicle maintenance and repair⁽¹⁾	1.085	309.949	325.095	325.076	4.9	0.0	0.0	1.5	0.0
Motor vehicle Insurance	1.557	537.765	564.507	568.239	5.7	0.7	2.1	0.0	-0.8
Airline fares	0.596	223.360	205.994	215.159	-3.7	4.4	-6.4	-0.7	4.7
Footnotes									
(1) Not seasonally adjusted.									
(2) Indexes on a December 1982=100 base.									
(3) Indexes on a December 1996=100 base.									

Table of Contents

Last Modified Date: December 10, 2021

U.S. BUREAU OF LABOR STATISTICS Division of Consumer Prices and Price Indexes Suite 3130 2 Massachusetts Avenue NE
Washington, DC 20212-0001

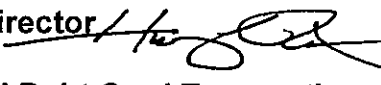
Telephone: 1-202-691-7000 www.bls.gov/CPI [Contact CPI](#)



**VENTURA COUNCIL
OF GOVERNMENTS**

ITEM 8C

MEMORANDUM

TO: Council Members and Alternates
FROM: Hugh Riley, Executive Director 
SUBJECT: Register of Warrants and Debt Card Transactions
DATE: January 13, 2022

Recommendation:

Approve the Register of Warrants for expenditures and Debit Card Transactions incurred from October 30, 2021, to January 7, 2022

Discussion:

This report presents expenditures including bank debit card transactions incurred by the Ventura Council of Governments for the period October 30, 2021, to January 7, 2022

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
January 13, 2022
Transactions from October 30, 2021 to January 7, 2022

<u>Check #</u>	<u>Date</u>	<u>Paid To</u>	<u>Inv. Date</u>	<u>Description</u>	<u>Amount Paid</u>
481	10/28/21	Dalia's Bakery	10/21/21	Annual Dinner-Replaces #477	\$ 106.95
482	11/01/21	Chris Williamson	11/01/21	Consulting Services (REAP)	\$ 2,825.00
483	11/01/21	Hugh Riley, Pro. Management, LLC	11/01.21	Executive Administration- Oct.	\$ 4,812.50
484	11/01/21	Hugh Riley, Pro. Management, LLC	11/01/21	REAP Application & Oversight	\$ 1,375.00
485	11/04/21	Caroline Carter	11/03/21	Accounting Services – Oct .21	\$ 97.50
486	11/09/21	Iteris Inc.	10/28/21	REAP Project No. 5	\$ 8,908.63
487	11/12/21	VC Digital	11/01/21	Printing & Copying	\$ 41.29
488	12/01/21	Caroline Carter	12/01/21	Accounting Services – Nov. 21	\$ 48.75
489	12/01/21	Chris Williamson	11/30/21	Consulting Services (REAP)	\$ 1,800.00
490	12/03/21	Hugh Riley, Pro. Management, LLC	12/01/21	REAP Application & Oversight	\$ 1,093.75
491	12/03/21	Hugh Riley, Pro. Management, LLC	12/01/21	Executive Administration-Nov	\$ 2,125.00
492	12/06/21	Santa Paula Chamber of Commerce	12/05.21	Annual Dinner Refreshments	\$ 1,449.23
493	12/06/21	Schneider & Associates	09/01/21	REAP Project No. 3 Expense	\$ 6,510.00
494	12/08/21	VC Digital	11/30/21	Printing & Copying	\$ 58.77
495	01/01/22	Chris Williamson	12/31/21	Consulting Services (REAP)	\$ 775.00
496	01/02/22	Hugh Riley, Pro. Management, LLC	01/02/22	Executive Administration-Dec	\$ 2,906.25

<u>Check #</u>	<u>Date</u>	<u>Paid To</u>	<u>Inv. Date</u>	<u>Description</u>	<u>Amount Paid</u>
497	01/02/22	Hugh Riley, Pro. Management, LLC	01/01/22	REAP Application & Oversight	\$ 937.50
498	01/05/22	Schneider & Associates	01/01/22	REAP Project No. 3 Expense	\$ 975.00
499	01/05/22	VC Digital	01/10/22	Printing & Copying	\$ 35.50
500	01/06/22	Caroline Carter	01/05/22	Accounting Services – Dec. 21	\$ 65.00

Register of Debit Card Transactions
Ventura Council of Governments

January 13, 2022

Transactions from November 2, 2021, to January 7, 2022

<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 8D

MEMORANDUM

TO: Council Members and Alternates

FROM: Hugh Riley, Executive Director 

SUBJECT: Budget Amendment for REAP Program Expenses for F.Y. 2021-2022 Allocating \$21,600 in Additional REAP Funds Available to VCOG

DATE: January 13, 2022

Recommendation:

Adopt VCOG Resolution No. 2022-02 Amending VCOG 2021-2022 Operating Budget adjusting line-items for Project Nos. 2 and 4 and allocating an additional 5% REAP Allocation **Action:** Adopt VCOG Resolution No. 2022-02.

Discussion:

On July 8, 2021, the Governing Body adopted a budget for Fiscal Year (FY) 2021-2022 to fund VCOG Operations for the FY 2021-2022 that ends on June 30, 2022.

On July 15, 2021, based on SCAG's approval of the Original VCOG-REAP Grant Memorandum of Understanding and the remaining unexpended balance of the initial REAP Allocation, the 2021-2022 Budget was adjusted to include the Phase 1 and 2 REAP funding available and subsequent revisions to VCOG's REAP Project Costs.

On November 4, 2021, SCAG Regional Council approved the Allocation of an additional five percent (5%) in REAP Funding for Sub Regional Partners which equates to \$21,600 for VCOG.

So that VCOG'S Operating Budget will incorporate the additional REAP Allocation of \$21,600, Staff is proposing VCOG Resolution No. 2022-02, Amending VCOG's Operating Budget for the remainder of the year.

The adjusted REAP Project budgets:

Project 1 – Application & Outreach		\$ 45,510
Project 2 – Housing Element-CEQA	(+\$1,600)	\$ 6,200
Project 3 – Inclusionary Ordinance		\$ 28,400
Project 4 - Regional ADU Package	(+\$20,000)	\$ 70,000
Project 5 - Regional CEQA Compliance Streamlining for VMT		<u>\$ 266,190</u>
TOTAL - REAP PROGRAM 2021-22:		\$ 416,300

All other budget line items remain the same with the exception of:

- Contract Services-Audit – Has been reduced by \$250 matching the current quote for 2020-2021 audit services from EideBailly, CPAs and Business Advisors, LLP.
- Travel and Meetings - Has been increased by \$810 to account for additional costs for staff to attend the Annual CalCities. (League of California Cities) Conference presented live in Sacramento on September 22-24, 2021.

ATTACHMENT: VCOG Resolution No. 2022-02

ATTACHMENT

**VENTURA COUNCIL OF GOVERNMENTS RESOLUTION
NO. 2022-02**

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

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

SECTION 1: On July 8, 2021, the Governing Body adopted a budget for Fiscal Year (FY) 2021-2022 to fund VCOG Operations for the FY 2021-2022 that ends on June 30, 2022.

SECTION 2: On July 15, 2021, based on SCAG's approval of the Original VCOG-REAP Grant Memorandum of Understanding and the remaining unexpended balance of the initial REAP Allocation, the 2021-2022 Budget was adjusted to include the revised REAP funding available and subsequent revisions to VCOG's REAP Project Costs.

SECTION 3: On November 4, 2021, SCAG Announced the Allocation of an additional Five Percent (5%) in REAP Funding for Sub Regional Partners which equates to \$21,600 for VCOG.

SECTION 4: The Governing Body agrees to adopt an amended budget for FY 2021-2022 to Incorporate the Additional REAP Allocation as detailed in Exhibit A.

PASSED AND ADOPTED this 13th day of January 2022.

Kevin Kildee, Chair

Attest:

Hugh Riley, Executive Director

Exhibit A

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

<u>Budget Item</u>	<u>Fiscal Year 2021/2022 Approved Budget</u>	<u>Fiscal Year 2021/2022 Adjusted Budget</u>	<u>Fiscal Year 2021/2022 Mid-Year Budget Amendment</u>
Income			
Annual Dinner Sponsorships	6,000	6,000	6,000
Annual Dinner Tickets	300	300	300
Dues Assessments	<u>64,992</u>	<u>64,992</u>	<u>64,992</u>
Sub Total Income	71,292	71,292	71,292
Other Types of Income			
Bank Interest	15	10	10
Research Grant Appropriation	4,800	800	800
SCAG- REAP Contract	<u>354,700</u>	<u>395,300</u>	<u>416,900*</u>
Total-Other Types of Income	<u>395,525</u>	<u>467,402</u>	<u>417,710</u>
Total Income	430,807	467,402	489,002*
Expenses			
Contract Services			
Accounting Services	2,000	2,000	2,000
Audit	5,250	5,500	5,250
Executive Administration	45,000	45,000	45,000
Legal Fees	300	300	300
Research Grant-CLU	<u>4,800</u>	<u>800</u>	<u>800</u>
TOTAL Contract Services	57,350	53,600	53,350
Operations			
Printing and Copying	1,500	1,150	1,150
Supplies	500	500	500
Website & Programs	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
Total Operations	3,000	2,650	2,650
Other Types of Expenses			
Insurance-Liability, D and O	<u>2,100</u>	<u>2,200</u>	<u>2,200</u>
Total-Other Types of Expenses	<u>2,100</u>	<u>2,200</u>	<u>2,200</u>
TOTAL Operations Expenses	62,450	58,450	58,200
REAP Project Costs			
Project 1			
TASK A	2,731-	2,731	2,731
TASK B	18,500	23,500	23,500
TASK C	<u>21,279</u>	<u>21,279</u>	<u>21,279</u>
SUB TOTAL- Project 1	42,510	47,510	45,510
Project 2			
TASK A	-0-	4,200	3,100
TASK B	-0-	-0-	3,100
SUB TOTAL- Project 2	-0-	4,200	6,200* (\$1,600)
Project 3			
TASK A	5,000	14,200	2,500
TASK B	<u>-0-</u>	<u>14,200</u>	<u>25,900</u>
SUB TOTAL- Project 3	5,000	28,400	28,400

RESOLUTION 2022-02 -- Exhibit A
PAGE 2

<u>Budget Item</u>	Fiscal Year 2021/2022 <u>Approved. Budget</u>	Fiscal Year 2021/2022 <u>1st Amend. Budget</u>	Fiscal Year 2021/2022 <u>2nd Amend. Budget</u>
Project 4			
TASK A- NEW	-0-	50,000	70,000* (\$20,000)
TASK A	34,800	-0-	-0-
TASK B	35,300	-0-	-0-
TASK C	<u>66,000</u>	<u>-0-</u>	<u>-0-</u>
SUB TOTAL- Project 4	136,100	50,000	70,000
Project 5			
TASK A	7,000	7,000	6,000
TASK B	81,500	175,600	175,600-
TASK C	82,590	82,590	82,590
TASK D	3,000	-0-	-0-
TASK D - Administration	<u>-0-</u>	<u>-0-</u>	<u>1,000-</u>
SUB TOTAL- Project 5	171,090	265,190	266,190
Total REAP Costs	354,700	395,300	416,300
Total Operations & Contract Svcs.	417,150	453,750	474,500
Travel and Meetings			
Annual Dinner	8,000	8,000	8,000
Conference and Meetings	4,842	4,842	4,842
Travel	<u>815</u>	<u>810</u>	<u>1,660</u>
Total- Travel and Meetings	<u>13,657</u>	<u>13,652</u>	<u>14,502</u>
Total Expenditures	430,807	467,402	489,002*

* Includes Additional 5% SCAG - REAP Allocation- \$21,600




**VENTURA COUNCIL
OF GOVERNMENTS**

MEMORANDUM

Item 8E.

TO: Council Members and Alternates

FROM: Hugh R. Riley, Executive Director 

SUBJECT: Review DRAFT - 2022 VCOG Legislative Program

DATE: January 13, 2022

Recommendation:

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

Discussion:

This report transmits the DRAFT Ventura Council of Governments (VCOG) Legislative Program for 2022. The attached document is unchanged from 2021. The Administrative Committee will review the Program at their meeting on January 27, 2022, and recommend possible changes to the Board on March 10, 2022.

ATTACHMENT: DRAFT - VCOG 2022 Legislative Program



VENTURA COUNCIL OF GOVERNMENTS

VENTURA COUNCIL OF GOVERNMENTS 2022 LEGISLATIVE PROGRAM

PURPOSE

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

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

PROCESS

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

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

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

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

PRIORITIES

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

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

LEGISLATIVE PLATFORM

A. LAND USE AND ENVIRONMENT

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

B. HOUSING AND BLIGHT

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

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

C. ECONOMIC DEVELOPMENT

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

D. PUBLIC INFRASTRUCTURE

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

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

E. SOLID WASTE MANAGEMENT

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

F. PUBLIC SAFETY

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

G. RESOURCES MANAGEMENT

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

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

H. LOCAL GOVERNANCE SUSTAINABILITY

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

I. PUBLIC HEALTH


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



**VENTURA COUNCIL
OF GOVERNMENTS**

MEMORANDUM

Item 8F.

TO: Council Members and Alternates
FROM: Hugh R. Riley, Executive Director 
SUBJECT: Review DRAFT – VCOG 2022 Program of Priorities
DATE: January 13, 2022

Recommendation: -

Review, Draft 2022 VCOG Program of Priorities and Refer to VCOG Administrative Committee for Recommendations.

Discussion:

This report transmits the Draft - VCOG 2022 Program of Priorities. The attached document is unchanged from 2021. The Administrative Committee will review the Program at their meeting on January 27, 2022, and recommend possible changes to the Board on March 10, 2022.

ATTACHMENT: DRAFT - VCOG 2022 Program of Priorities



VCOG 2022 PROGRAM OF PRIORITIES

2016-2040 Sustainable Communities Strategy

Collaboration with Regional Partners

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

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

Economic Development

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

Fiscalization of Land Use

Homelessness

Housing Issues

- Addressing Substandard Housing
- Second Dwelling Units

Infrastructure Funding Issues

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

Legislative Priorities of:

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

Municipal Utilities Districts for Water and Wastewater

Power Plant and Energy Related Facility Siting Issues

Solid Waste Management

- Landfill Capacity and Emerging Waste-to-Energy Technology

Sustainable Groundwater Management Act (SGMA) Implementation

Technology Trends in Transportation

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

Transient Rentals Impacts

- Internet-based market

DRAFT




**VENTURA COUNCIL
OF GOVERNMENTS**

Item 8G

MEMORANDUM

TO: Council and Alternates

FROM: Hugh Riley, Executive Director 

SUBJECT: REAP Project No. 4- Regional ADU Program- Joint Project Memorandum of Understanding and Scope of Work with the Orange County Council of Governments and Gateway Cities Council of Governments

DATE: January 13, 2021

Recommendation:

Authorize the VCOG Chair to execute a Memorandum of Understanding (MOU) and Scope of Work with Orange County Council of Governments (OCCOG) and Gateway Cities Council of Governments (GCCOG) for the procurement and execution of the specified Accessory Dwelling Unit (ADU)-related REAP Project. VCOG's contribution to this joint project shall not exceed \$70,000. Authorize the Executive Director to modify the MOU as to non-material changes that may be needed during the finalization of the MOU.

Summary:

VCOG received \$432,000 in suballocated funds from the Southern California Association of Governments (SCAG) as part of the Subregional Partners Program of the Regional Early Action Planning (REAP) Grant Program. The Council has previously approved five projects to support our eleven member jurisdictions in developing their housing elements and completing other planning activities related to increasing the amount of housing that is able to be built in Ventura County. Staff is asking for approval to enter into a Memorandum of Understanding (MOU) with two subregional councils of governments, the Gateway Cities Council of Government (GCCOG) and Orange County Council of Governments (OCCOG) to complete a specified scope of work related to encouraging ADU production, model ADU ordinance development, and completion of an ADU development facilitation website. (VCOG -REAP Project No. 4.)

SCAG has announced that there will be an additional 5% REAP Allocation available to the subregions for the Subregional Partners Program. This translates to an additional

\$21,600 for the VCOG Region. Staff has been working on identifying uses for the additional funding and is recommending the allocation of the additional funds to the Regional Accessory Dwelling Unit (ADU) Program for Prefabricated and Garage Conversion ADU's Joint ADU Project- VCOG Project no. 4

Background:

VCOG's RFP to procure consulting services for REAP Project No. 4 received no responses from area firms. Our initial plan to develop plan check submitted ADU plans, and specifications was modified based on feedback from SCAG and other regional jurisdictions. We moved away from procuring an architectural consultant for developing plans and specs and, Instead, opted to collaborate with other COGs to; a) provide a clearinghouse for ADU plans/specs already available; b) work with building departments on securing approvals or, at a minimum completing a plan-check process, for plans and specs already procured via SCAG and other jurisdictions; c) develop an interactive data-driven website that will enable Ventura County property owners to see what plans are available at their address. d) develop a checklist that will help simplify the ADU permitting process; and e) develop a vendor portal/marketplace that will include financing, contractors, and designers/architects in and around each VCOG city.

Staff has been in lengthy discussions with OCCOG and GCCOG staff who were each planning similar projects to VCOG's planned project, jointly work together on an innovative approach to ADU pre-approved or plan check submitted ADU plans and specifications, an ADU housing resource website and an ADU model ordinance .

The Council is being presented here with the proposed MOU and Scope of Work for review and approval. Each COG will contribute a share of REAP funding to the project. VCOG's share will total \$70,000 including the original \$50,000 Project 4 budget and \$20,000 from the supplemental SCAG Allocation. The total project budget is \$264,000 which includes the following contributions from each COG:

- Orange County Council of Governments (OCCOG) - \$ 125,000
- Gateway Cities Council of Government (GCCOG) - \$ 94,000
- Ventura Council of Governments (VCOG) \$ 70,000

The Joint ADU Project provides the following program advantages:

1. Opportunity for already-budgeted OCCOG staff time to be funded in part by contributions from the partners, allowing us to stretch our REAP dollars further.
2. SCAG will provide access to their already procured bench of consultants to shorten procurement time and provide invoicing support, thereby easing a portion of the administrative burden. This will be offset using our REAP funds for administration.
3. The Scope will now include the model ADU ordinance development that can also be used across the SCAG region and will have a cost savings by pooling resources.

Next Steps:

- OCCOG, VCOG and GCCOG Boards will review and approve the MOU and Scope of Work
- OCCOG will release a RFP for consultant services, and return for approval in March 2022
- OCCOG staff will develop a RFP for on-call consultant resources to support member jurisdictions, to be released in January 2022

Attachments:

A. Proposed MOU

B. Proposed Scope of Work and Timeline

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE ORANGE COUNTY COUNCIL OF GOVERNMENTS AND
THE GATEWAY CITIES COUNCIL OF GOVERNMENTS AND VENTURA COUNCIL OF
GOVERNMENTS FOR THE USE OF REAP FUNDS**

THIS MEMORANDUM OF UNDERSTANDING FOR THE USE OF REGIONAL EARLY ACTION PLANNING GRANT FUNDS ("MOU"), is made and entered into this ____ day of _____, 2021 ("Effective Date"), by and between the Orange County Council of Governments ("OCCOG") on the one hand, and the Gateway Cities Council of Government ("GCCOG") and Ventura Council of Governments ("VCOG") on the other hand, each being a California Joint Powers Authority. The OCCOG, GCCOG and VCOG are sometimes individually referred to as "Party" and collectively as "Parties."

RECITALS

A. The Parties are planning organizations that are organized to work in collaboration with the Southern California Association of Governments, the region's federally designated Metropolitan Planning Organization ("SCAG"). SCAG is primarily responsible for developing the regional transportation plan and transportation improvement program for the counties of Los Angeles, Orange, San Bernardino, Riverside, Ventura, and Imperial. OCCOG collaborates as one of the sub regional planning organizations within the County of Orange, GCCOG collaborates as one of the sub regional planning organizations within the County of Los Angeles and VCOG collaborates as one of the sub regional planning organizations within the County of Ventura.

B. The primary source of funding for the services described in this MOU is allocated to SCAG pursuant to the State of California Department of Housing and Community Development ("Department") under the Regional Early Action Planning ("REAP") Grant Program, the regional component of the Local Government Planning Support Grants Program (as described in Health and Safety Code section 50515.02).

C. SCAG and the OCCOG, GCCOG and VCOG have entered into separate Memorandums of Understanding (collectively "SCAG MOUs"), whereby SCAG has provided grant funding to OCCOG, GCCOG and VCCOG respectively, as sub-recipients under the REAP program, with such funds being subject to and conditioned on the terms of the SCAG MOUs (true and correct copies of the SCAG MOUs are on file with the OCCOG, GCCOG and VCOG, respectively).

D. OCCOG is receiving \$3,245,000 in sub allocated funds from SCAG as part of the Sub regional Partners Program of the REAP Grant Program.

E. GCCOG and VCOG are interested in partnering with OCCOG to implement planning projects that further the development of housing, and specifically to provide guidance related to accessory dwelling unit ("ADU") production, model ordinance development, and completion of the housing website, as such services are further described in Exhibit "A" attached hereto ("Services").

F. SCAG has informed OCCOG that some of the funding from previous REAP list of projects may be reallocated if OCCOG partners with VCOG and GCCOG, and furthermore, that SCAG will be making an additional 5% of funds already allocated available for the Sub regional Partners Program, for a total additional \$162,000 for the OCCOG region.

ATTACHMENT A

G. The Parties wish to delineate their respective obligations for the use of the REAP Grant Program funding by having OCCOG retain a consultant ("Consultant") to provide the Services within the respective planning areas of the Parties.

TERMS OF MOU

NOW, THEREFORE, for good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, the Parties hereby agree as follows:

1. Scope of Services.

a. The Parties hereby agree that they will jointly participate in the preparation of a description of the Services ("Scope of Services") to be provided by the Consultant. The Parties hereby agree that a portion of the Services may be performed by current or future OCCOG contract staff and shall further be the basis of a request for proposals ("RFP") to be prepared by OCCOG to secure additional required services from the Consultant. The draft of the RFP shall be provided by OCCOG to VCOG and GCCOG for any comments and input. VCOG and GCCOG shall assist with the preparation of the Scope of Services and provide any suggested changes within twenty (20) days of OCCOG's provision of the draft RFP. OCCOG will endeavor to include such suggested changes in the final RFP; provided that OCCOG shall have the sole discretion to approve the final Scope of Services. The RFP shall require Consultant to perform the Services within the times set forth in the schedule of performance to be developed by OCCOG based on the proposed timeline set forth in Exhibit "A".

b. The RFP will require Consultant to oversee the implementation and administration of the Services, including supervising staff and consultants, supervising and monitoring the Services, advertising the Services to the public, and providing supplies for the Services.

c. OCCOG shall oversee the implementation and administration of the Services, including supervising its contract staff and the Consultant.

d. In performing the Services, the Consultant shall be required to comply will all federal, state, and local requirements applicable to projects funded by REAP grants, including as outlined in the SCAG MOUs. In the event of a conflict between the REAP grant requirements and the other provisions of this MOU, the REAP grant requirements shall prevail.

2. Performance and Deliverables of the Parties.

a. Funding. The Parties shall provide the following contributions in the form of an allocation of their respective REAP Grant funding to secure the Services:

- i. OCCOG shall contribute (i) REAP Grant funding of one hundred twenty—five thousand and 00/100 dollars (\$125,000.00).
- ii. VCOG shall contribute REAP Grant funding of seventy thousand and 00/100 dollars (\$70,000.00).
- iii. GCCOG shall contribute REAP Grant funding of ninety-four thousand and 00/100 dollars (\$94,000.00).

b. OCCOG Duties and Deliverables. In addition to the REAP Grant funding provided in Section 2.a above, OCCOG shall provide the following deliverables:

ATTACHMENT A

- i. Prepare the initial draft of the Scope of Services and work with the other Parties to finalize same per Section 1 above.
- ii. Provide services of contract staff to manage the Services.
- iii. Provide services of contract staff to design the website, infographics, logos, complementary printed assets for use by VCOG and GCCOG (not including printing costs), presentation(s), social media posts, etc.
- iv. Provide the services of contract staff to develop content for the website and accessory dwelling units ("ADU") How-To materials including FAQs, checklist(s), presentation(s), handouts/brochures, social media posts, etc.
- v. Prepare monthly invoices of the Services for SCAG approval and payment.
- vi. Prepare quarterly reports of the Services provided for SCAG Approval.
- vii. Timely pay all contract staff and the Consultant upon receipt of SCAG payments applicable to each invoice.

c. **GCCOG and VCOG Duties and Deliverables.** In addition to the REAP Grant funding provided in Section 2.a above, GCCOG and VCOG shall provide the following deliverables:

- i. Review the initial draft of the Scope of Services and work with the other Parties to finalize same per Section 1 above.
- ii. Provide a representative of their COG to participate in the RFP selection committee.
- iii. Provide a representative for regular project progress meetings.
- iv. Participate in stakeholder outreach/focus groups; identify any stakeholders that need to participate from their COG or subregion; and provide contact information for jurisdictions.
- v. Participate in beta testing of the website that is part of the Services.
- vi. Provide comments during editing of ADU How-To and website tools that are part of the Services.
- vii. Review and approve monthly, quarterly, and annual reporting provided by OCCOG per Section 2.b above.

3. **Term of Agreement.**

a. The Term of this MOU shall begin on the Effective Date as first written above and, unless terminated earlier as provided in Section 4 below, continue until the completion of the Services by the Consultant, but not later than June 30, 2023.

b. Notwithstanding the expiration of the MOU, the Parties shall remain subject to the provisions of this MOU as long as income or assets obtained with REAP funds remain, and the close-

ATTACHMENT A

out period has not ended. During the close-out period, OCCOG shall make final payments to its current contract staff and the Consultant, deploy any REAP Grant Program assets and return to SCAG any unused REAP funds.

4. Suspension and Termination.

a. Should OCCOG materially fail to comply with any term of this MOU or the grant award consistent with the SCAG-OCCOG MOU, GCCOG and/or VCCOG may suspend or terminate this MOU as to either Party or entirely after providing OCCOG with at least thirty (30) days' written notice to cure such material failure and OCCOG fails to do so within such thirty (30) days.

b. This MOU is valid and enforceable only if sufficient funds are made available through SCAG using REAP funding, the Parties agree that OCCOG's obligation to pay any sum to GCCOG or VCOG under any provision of this MOU is solely contingent upon the availability of sufficient REAP funding made available for the Services herein from SCAG.

c. If REAP funding is reduced or falls below estimates contained within this MOU or the SCAG-OCCOG MOU, OCCOG shall have the option to either cancel this MOU with no duty, obligation nor liability occurring to OCCOG or offer an amendment to this MOU to GCCOG and VCOG to reflect a reduced amount.

d. It is mutually agreed that if available REAP funds fall below estimates or are not made available for the current year and/or any subsequent years covered under this MOU, this MOU shall have no further force and effect. In this event, neither OCCOG nor any member agency, shall have no liability to pay any funds whatsoever to GCCOG or VCOG or to furnish any other considerations under this MOU and GCCOG or VCOG shall not be obligated to perform any provisions of this MOU.

e. The Parties agree to meet and confer prior to any suspension or termination of this MOU regarding potential completion or alteration of the Scope of Services and responsibilities of the Parties to determine whether a final product can still be delivered in some form.

5. Records.

a. OCCOG shall maintain all records required by the SCAG-OCCOG MOU that are pertinent to the Services. Such records include, but are not limited to:

- i. Records fully describing each activity undertaken consistent with this MOU.
- ii. Records demonstrating that each activity undertaken meets one of the objectives of the Program.
- iii. Records required to determine the eligibility of activities.
- iv. Records documenting compliance with the REAP.

b. OCCOG shall retain all records pertinent to expenditures made under this MOU for three (3) years after the termination of all activities funded by this MOU, or after the resolution of any audit findings, whichever occurs later. OCCOG shall retain records of nonexpendable property acquired with REAP funds for three (3) years after the final disposition of such property. OCCOG shall retain records for any displaced person for three (3) years after such person has received final payment.

c. OCCOG shall maintain client data demonstrating affordable income client eligibility for housing services provided, if applicable. Such data shall include, but not be limited to, the client's name, address, income level or other basis for determining eligibility, and a description of the services provided to the client. The Parties shall maintain the confidentiality of client data and shall not disclose client data, except as required by law or as required by the administration of the Parties' duties under this MOU.

d. At any time during normal business hours, GCCOG and VCOG shall make their records pertaining to this MOU available to OCCOG, SCAG, the State of California, or any of their duly authorized representatives, as often as such agencies deem necessary, to audit, examine, copy, excerpt or transcribe. Within thirty (30) days of OCCOG's receipt of any audit report that notes deficiencies in such records, GCCOG or VCOG, as applicable, shall fully correct such deficiencies. Failure to do so will constitute a violation of this MOU and may result in OCCOG requesting that SCAG withhold future allocations or transfers until such deficiencies are corrected.

e. GCCOG and VCOG shall work with OCCOG to conduct an audit that complies with OCCOG's policies concerning sub-recipient audits.

6. Reports.

GCCOG and VCOG shall submit to OCCOG reports concerning the Services in the form and with the content specified by OCCOG and the SCAG-OCCOG MOU and as needed to comply with the record keeping and audit requirements provided in the SCAG-OCCOG MOU.

7. REAP Program Recognition.

When publishing materials that concern this MOU, the Parties shall ensure recognition of the REAP program by including a reference to REAP funds.

8. Conflict of Interest.

No employee, agent, consultant or officer of any of any of the Parties who exercises or has exercised any functions or responsibilities with respect to REAP activities, or who is in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest or benefit from a REAP-assisted activity, or have a financial interest in any contract, subcontract, or agreement with respect to a REAP-assisted activity, or with respect to the proceeds of the REAP-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for one year thereafter.

9. Equal Employment Opportunity.

The Parties agree that all persons employed by the Parties shall be treated equally by the Parties without regard to or because of race, color, religion, ancestry, national origin, disability, sex, marital status, age, or any other status protected by law, and in compliance with all anti-discrimination laws of the United States of America and the State of California.

10. Amendment.

Any modifications to this MOU shall be effective only when agreed to in writing by the duly authorized representatives of all Parties.

ATTACHMENT A

11. Entire Agreement.

This MOU constitutes the entire agreement of the Parties regarding the subject matter described herein and supersedes all prior communications, agreements, and promises, either oral or written.

IN WITNESS WHEREOF, the Parties have executed this MOU as of the date first written above.

OCCOG

ORANGE COUNTY COUNCIL OF GOVERNMENTS

Marnie O'Brien Primmer

APPROVED AS TO FORM

Fred Galante, General Counsel

GCCOG

GATEWAY CITIES COUNCIL OF GOVERNMENTS

Cinde MacGugan-Cassidy, President

APPROVED AS TO FORM

VCOG

VENTURA COUNCIL OF GOVERNMENTS

Kevin Kildee, Chair

APPROVED AS TO FORM

Hugh Riley, Executive Director

EXHIBIT A

SCOPE OF SERVICES

OCCOG Contract Staff will be responsible for the following:

- ☐ Secure the website domain(s) and ISP
- ☐ Design a mobile-friendly responsive website, including applicable logo and branding
- ☐ Design public-facing ADU How-To Tool Kit including: customizable checklists, brochures/handouts, presentation, social media posts
- ☐ Provide content for website and toolkit including FAQs for website, infographics, narrative etc.
- ☐ Work with Baird & Driscoll to secure access to Chan Zuckerberg-funded tool
- ☐ Incorporate the interactive Chan Zuckerberg-funded ADU calculator tool into the website
- ☐ Incorporate the property-specific tool developed by the consultant into the website
- ☐ Maintain the website for a term of 3 years, including monitoring SEO and metrics, report same to SCAG and/or HCD as required per REAP terms

Consultant will be responsible for the following:

- ☐ Conduct scoping meeting with partners and COG-identified stakeholders
- ☐ Develop a survey for COG jurisdictions, administer survey, provide and interpret results
- ☐ Conduct stakeholder outreach/ focus groups with COG jurisdictions
- ☐ Identify already-designed plans and specs that are to be listed on the site
- ☐ Secure rights to plans as needed, including payment if required
- ☐ Work with building departments in jurisdictions across the subregions to secure approval of use of those plans and specs
- ☐ Develop a database/ lookup tool that can be accessed via the website that will bring up ordinances, permitting requirements including covenants/agreements, specific plans and specs that can be used at that property and zoning rules for that property
- ☐ Develop a framework for an online vendor marketplace to be included on the website to include designers/architects/engineers, contractors, funding tools/ approaches, financial institutions
- ☐ Assist in identifying property owners to feature as case study or success stories on the website

ATTACHMENT A

- ☐ Provide Spanish translation for website or assist OCCOG to enable Spanish translation of the website
- ☐ Under direction from COG staff, develop of model ordinances for use by COG jurisdictions for at least the following:
 - o ADUs
 - o SB 9, 10
 - o Motel Conversions
 - o Up to 5 other housing production-related ordinances as directed by COG staff
- ☐ Additional services, as requested by participating COGs could include public outreach services
- ☐ Prepare monthly/quarterly/annual progress reports as required by REAP

Proposed Timeline:

October –December 2021 Approval of MOU and REAP Scope Change

January 3, 2022 Release RFP for response

February 1, 2022 RFP deadline

week of February 14-18, 2022 Interviews (if needed)

February- March 2022 Approval of selected consultant contract by respective Boards

March 2022 NTP

March 2022 Kickoff meeting with partners and key stakeholders

March-April 2022 Stakeholder meetings/focus groups

March-April 2022 Website framework developed

March- June 2022 Development of ADU How-To materials

March-October 2022 Consultant work: plans/specs; building department outreach and coordination; development of interactive tool

August-September 2022 Website Beta developed

October 2022 Website testing



Proposed Scope of Work and Timeline

Task Description	Responsible Party	Budget
Outreach to Jurisdictions: Focus groups and jurisdiction outreach to ensure features included in website meet needs/expectations of jurisdictions we serve, includes scoping meeting with partners and COG-identified stakeholders, develop a survey for COG jurisdictions, administer survey, provide and interpret results	Consultant	\$10,000
ADU Workbook: Prepare an "ADU How-to toolkit" For Jurisdictions to use in explaining/promoting ADUs to their communities <ul style="list-style-type: none">- brochure for counter (printing cost not included)- presentation template for outreach- social media campaign, customizable posts for jurisdictions (does not include paid reach/boosted posts)- ADU How-To video (part of OCCOG's video series, budgeted separately from this project)- checklist customizable to the jurisdiction- all materials branded with "ADU How-To" and/or "Housing SoCal" brand	intended to create using OCCOG "in-house" contract staff	\$10,000
ADU Website: <ul style="list-style-type: none">- Secure the website domain(s) and ISP- mobile-friendly site with the features described- include ADU how-to information- stories/case studies of successful ADU projects- marketplace of ADU vendors- site look-up tool for specific plans and permitting requirements (to be created by consultant and embedded in site)- Maintain the website for a term of 3 years, including monitoring SEO and metrics, report same to SCAG and/or HCD as required per REAP terms	intended to create using OCCOG in-house contract staff	\$35,000
ADU clearinghouse for website: <ul style="list-style-type: none">- Site/Jurisdiction-specific information to include in website- Building dept. outreach for each jurisdiction- Catalogue requirements for ADU permitting for each jurisdiction in each subregion	Consultant	\$54,000 [REDACTED] for Symbium's "Can I Build an ADU Tool"



<ul style="list-style-type: none"> - Build Database of zoning/standard plans by jurisdiction, make searchable via address look-up, embed in website use consultant team - Develop criteria for vetting vendors for marketplace - Apply criteria and develop list of vendors to include on site 		
Spanish Translation of Website/Materials	Consultant	\$10,000
ADU Standard Plans <ul style="list-style-type: none"> - for a pre approved design program modelled after San Jose's 	Consultant	\$45,000
Model Ordinance Development <ul style="list-style-type: none"> - ADU - SB9/10 implementation - Motel conversion or up to five other housing-specific ordinances as requested by jurisdiction during the focus groups/surveys/outreach 	Consultant	\$50,000
Artist renderings for plans	Consultant	\$10,000
Legalization Program for ADUs Built Without Permits (Amnesty) <ul style="list-style-type: none"> - Design and develop a program to allow homeowners to fix life/safety issues with their unpermitted ADUs without fear of penalties or sanctions. Work with cities on implementing the provisions of SB 13. 	Consultant	\$18,000
Affordable ADU Development <ul style="list-style-type: none"> - Explore various programs to promote or incentivize homeowners to rent their ADUs at affordable levels. The goal would be to identify which programs have the most promise and flesh out a basic program overview of how they would work. 	Consultant	\$12,000
Project Management: <ul style="list-style-type: none"> - Prepare monthly/quarterly/annual progress reports as required by REAP 	OCCOG	\$10,000
TOTAL BUDGET: We have \$264,000 (OC\$100+GC\$94+VC\$70)		\$264,000 (\$209,000 consult; \$55,000 OCCOG)



Responsibilities

OCCOG will:

- Provide up to \$100,000 in funding
- Provide contract staff to manage the project
- Provide contract staff to design: the website, infographics, logos, complementary printed assets for use by jurisdictions (not including printing costs), presentation(s), social media posts, etc.
- Provide contract staff to develop content for: the website and ADU How-To materials including FAQs, checklist(s), presentation(s), handouts/brochures, social media posts, etc.
- Procure consultant for the following scope, see Attachment B
- Prepare monthly invoices for SCAG approval and payment
- Prepare quarterly reports for the project for SCAG approval
- Prepare annual reports for the project
- Timely payment of invoices to vendor(s) –

VCOG will

- Provide up to \$70,000 in funding
- Provide point of contact/ project manager for your organization
- Assist with the development of the Scope of Work
- Provide a representative for the selection committee
- Provide a representative for regular project progress meetings
- Participate in stakeholder outreach/focus groups; identify any stakeholders that need to participate from your COG or subregion; provide contact information for jurisdictions
- Participate in beta testing of the site
- Provide comments during editing of ADU How-To and website tools
- Review and approve monthly, quarterly, and annual reporting

GCCOG will:

- Provide up to \$94,000 in funding
- Provide point of contact/ project manager for your organization
- Provide a representative for the selection committee
- Provide a representative for regular project progress meetings
- Participate in stakeholder outreach/focus groups; identify any stakeholders that need to participate from your COG or subregion provide contact information for jurisdictions
- Participate in beta testing of the site
- Provide comments during editing of ADU How-To and website tools
- Review and approve monthly, quarterly, and annual reporting

All:

Adhere to SCAG REAP requirements



Orange County Council of Governments

Proposed Timeline:

October –December 2021 Approval of MOU and REAP Scope Change
January 6, 2022 Release RFP for response
February 3, 2022 RFP deadline
week of February 14-18, 2022 Interviews (if needed)
February- March 2022 Approval of selected consultant contract by respective Boards
March 2022 NTP
March 2022 Kickoff meeting with partners and key stakeholders
March-April 2022 Stakeholder meetings/focus groups
March-April 2022 Website framework developed
March- June-2022 Development of ADU How-To materials
March-October 2022 Consultant work: plans/specs; building department outreach and coordination;
development of interactive tool
August-September 2022 Website Beta developed
October 2022 Website testing




**VENTURA COUNCIL
OF GOVERNMENTS**

Item 9A.

MEMORANDUM

TO: Council Members and Alternates

FROM: Hugh Riley, Executive Director 

SUBJECT: Ventura County in 2022- Commentary on the Economic Outlook for Ventura County By Henry Dubroff, Founder and Editor, Pacific Coast Business Times

DATE: January 13, 2022

Recommendation:

Receive Presentation from Henry Dubroff.

Discussion:

Henry Dubroff is a successful journalist and entrepreneur. He is the founder of the Pacific Coast Business Times, the weekly business journal for the Central Coast of California and the dominant financial news source in Ventura, Santa Barbara and San Luis Obispo Counties.

Henry will give his stimulating perspective and predictions on Ventura County's economic outlook for 2022.

Attachment: Bio- Henry Dubroff

Henry Dubroff
Founder and Editor
Pacific Coast Business Times

Henry Dubroff is a successful journalist and entrepreneur. He is the founder of the Pacific Coast Business Times, the weekly business journal for the Central Coast of California and the dominant financial news source in Ventura, Santa Barbara and San Luis Obispo counties.

The Business Times is a five-time winner of the “Best in Business” awards from the Society for Advancing Business Editing and Writing or SABEW, the world’s largest professional association of business journalists. The newspaper’s coverage of the financial crisis won a national Sigma Delta Chi award from the Society of Professional Journalists and it is a multiple winner of Los Angeles Press Club awards. Dubroff chairs the SABEW First Amendment Committee and he consults formally and informally with a number of journalism organizations. He is a past president of SABEW.

From 2011 to 2021, Dubroff offered daily business updates KCLU, a National Public Radio affiliate, and he has written commentaries for The Denver Post. Dubroff was the U.S. Small Business Administration’s Business Journalist of the Year for Greater Los Angeles and was the 2013 winner of the California Coast Venture Forum’s Entrepreneurial Spirit Award. In 2016, he was named a Paul Harris Fellow of Rotary International. Before founding the Business Times on March 17, 2000, Dubroff was the editor of The Denver Business Journal (1995-1999) and Business Editor of The Denver Post (1988-1995). From 1982-85, he was a reporter and columnist for the Springfield Newspapers in Massachusetts.

He is the co-author of “Battling Big Box: How Nimble Niche Companies Can Outmaneuver Giant Competitors” (Career Press, 2009). He currently serves on the boards of the CSU Channel Islands Foundation, UCSB Economic Forecast Project, MIT Enterprise Forum for the Central Coast, and on the California Lutheran University School of Management Advisory Council.

He earned a bachelor’s degree from Lafayette College in Easton, Pa. in 1972 and a master’s degree in journalism from Columbia University’s Graduate School of Journalism in 1982.

