



## VENTURA COUNCIL OF GOVERNMENTS

### AGENDA

The meeting will be LIVE  
Thursday, May 12, 2022, 4:00 p.m.  
Camarillo City Council Chambers  
601 Carmen Dr., Camarillo, CA

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](http://WWW.VENTURACOG.ORG).

1. CALL TO ORDER AND FLAG SALUTE

2. ROLL CALL

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.

4. EXECUTIVE DIRECTOR'S REPORT – (Sent Separately)

5. 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

6. 2022-2023 VCOG Operating Budget p. 3 Review the proposed VCOG Operating Budget for F.Y. 2022-2023 adopt VCOG Resolution No. 2022-03. **Action:** Adopt VCOG Resolution No. 2022-03.

### MEMBERS

City of Camarillo

Kevin Kildee, Chair  
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, Chair-Elect  
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, IP Chair  
Andy Sobel, Alternate

City of Simi Valley

Elaine Litster, Member  
Mike Judge, Alternate

City of Thousand Oaks

Kevin McNamee, Member  
Bob Engler, Alternate

County of Ventura

Bob Huber, Member  
Carmen Ramirez-Alternate

7. **Approval of Independent Contractor Agreement with Hugh Riley, Professional Management, LLC for Executive Director/ Administrative Services P. 10** Review and approve the Independent Contractor Agreement for Executive Director/Administrative Services contingent upon completion of an at least satisfactory performance evaluation by the Administrative Committee no later than June 30, 2022.

8. **CONSENT CALENDAR**

- A. **Summary of March 10, 2022 Meeting p. 21** – Approve Meeting Summary for the March 10, 2022, VCOG Meeting. **Action:** Approve Meeting Summary as published.
- B. **Financial Report p. 28** - Approve Ventura Council of Governments Financial Report for the Budget Period from March 10, 2022 to May 6, 2022.. **Action:** Approve Financial Report.
- C. **Register of Warrants & Debit Card Transactions p. 33** - Approve the Register of Warrants for Expenditures and Debit Card Transactions incurred from March 10, 2022 to May 6, 2022. **ACTION:** Approve Register of Warrants and Debit Card Transactions.
- D. **Approve- 2022 VCOG Legislative Program p. 36-** Approve VCOG Legislative Program for 2022. **Action:** Approve 2022 VCOG Legislative Program.
- E. **Approve- 2022 VCOG Program of Priorities p. 43** - Approve VCOG Program of Priorities for 2022. **Action:** Approve 2022 VCOG Program of Priorities.
- F. **Approve REAP Subregional Partnership Program Scope of Work- Second Revision and Authorize Chair to Execute Subsequent Amendment to VCOG-SCAG MOU M-018-21 p. 47-** **Action:** Approve Staff Recommendation.

9. **PRESENTATION ITEMS**

- A. **Ventura County in the Drought Emergency- p. 74.**-Learn the alarming facts about the water supply situation facing Ventura County from the officials who manage our water storage treatment and delivery systems. **Action:** Receive Presentations and discuss. PLEASE SAVE QUESTIONS UNTIL ALL THREE PRESENTATIONS HAVE CONCLUDED.

**SPEAKERS:**

- John Lindquist, Senior Hydrogeologist, United Water Conservation District
- Mike Flood, General Manager, Casitas Municipal Water District
- Dan Drugan- Manager of Resources, Calleguas Municipal Water District

10. **BOARD MEMBER COMMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS**

Any Council Member present may propose items for placement on a future agenda. Members should limit their proposed topics to issues that conform to VCOG's adopted Program of Priorities. Members may discuss whether the item should be placed on a future agenda and the description of the agenda item.

11. **ADJOURNMENT: Next Meeting- July 14, 2022 at Camarillo City Hall**


Copies of staff reports or other written documentation relating to each item of business referred to on this agenda are on file with the Ventura Council of Governments Executive Director and are available for public inspection. If you have any questions regarding any agenda item, contact the Executive Director at (805) 217-9448. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Executive Director. Notification 48 hours before the meeting will allow VCOG to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35, 102-35, 104 ADA Title II).



**VENTURA COUNCIL  
OF GOVERNMENTS**

**ITEM 6**

**MEMORANDUM**

**TO:** Council Members and Alternates  
**FROM:** Hugh Riley, Executive Director   
**SUBJECT:** Fiscal Year 2022/2023 Budget Approval  
**DATE:** May 12, 2022

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**Recommendation:**

The Council should review the proposed VCOG Operating Budget for F.Y. 2022-2023 adopt VCOG Resolution No. 2022-03.

**Discussion:**

The VCOG Joint Powers Authority Agreement Section 23 requires that a budget be adopted, and dues be approved, at the last regular meeting of the Governing Body prior to June 30 of each year or at the first meeting, regular or special, of the Governing Body after June 30. This report transmits the proposed VCOG Budget for Fiscal Year 2022/2023.

Fiscal Year 2021/2022 Expenditures

Fiscal Year 2021/2022 total expenditures are estimated to be \$363,651. The 2021-2022 Budget as amended totaled \$489,002 including \$416,900 in REAP Grant Funds leaving a probable unexpended fund balance of \$125,351. Estimated expenses for Executive Administration (Executive Director) \$45,000 are within the budgeted \$45,000. No other budget line items were exceeded

2022/2023 Estimated Revenue

Annual revenue is budgeted at \$187,686 including REAP Grant Funds for the remainder of the program. Thus the proposed expenditure plan for Fiscal Year 2022/2023 is \$185,186. Staff has obtained Annual Dinner Sponsorships from SCAG, Southern California Edison, and Athens Services totaling \$8,500 to support the planned event costs.

2022/2023 Proposed Expenditures

The Executive Administration line item has been maintained at \$45,000 which conforms to the services contract to be submitted on May 12, 2022. Accounting Fees and Audit are presented as separate line items at \$1,500 and \$5,500 respectively. This reflects the current fee estimate from the auditor for the 2021-2022 Audit and estimated costs for bookkeeping/accounting services for the year.

Separate line items for Insurance and Legal Services have also been included in the budget based on the existing Alliant insurance policy premium with a slight increase for inflation and \$300 for possible legal services. \$8,500 has been budgeted for the Annual Dinner, \$3,900 for Conference and Meetings and \$1,702 for staff Travel if authorized. Costs for staff attendance at both the CalCities Annual Conference in Long Beach in September 2022, and the SCAG Annual Conference and General Assembly in May 2023 have been included as both events are planned as live events.

#### 2022-2023 REAP Grant Expense

REAP Project Expense Line Items have been modified to reflect the Second Amendment to the Program Scope of Work submitted to SCAG on April 20, 2022:

##### PROJECT 1

- Close out Task A as completed, Set budget equal to actual.
- Close out ADMIN (5%) separate line - only has \$162.50 charged. Set TASK B Budget as \$18,454.
- Move \$10,000 from ADMIN to Project 1-Task B to cover staff time through rest of REAP Program and REAP 2 application costs. -
- Move remaining ADMIN budget to Project 4, New Task A

##### PROJECT 2- Complete

- Close out and move balance to Project 4, new Task A. Set budget equal to actual.

##### PROJECT 3- Complete

- Close out and move balance to Project 4, new Task A Set budget equal to actual.

##### PROJECT 4

- Create new Task A for VCOG staff time equaling sum of transfers from Projects 1, 2 and 3 plus actual \$ spent thru first Quarter.
- Add the 5% SCAG (\$21,600) Supplemental Award to previous \$50,500 for total of \$72,100 to use with OCCOG and GCCOG.

##### PROJECT 5

- Adjusted Tasks A, B, and C budgets to better match consultants' Scope of Work keeping same total for project.

\$163,281 in REAP Grant Funds will be needed to complete the current projects. These numbers may change as we approach the end of the budget year.

#### Administrative Operating Costs

Expenses for office supplies, printing and copying, and Internet are based on current year's expenditures including the annual fee for the Quickbooks Program. The proposed budget for 2022-2023 continues to separate these expenses and maintains a similar, overall total amount with adjustments based on actual expenses in the previous year.

### Fiscal Year 2022/2023 Proposed Budget

The proposed Fiscal Year 2022/2023 budgeted income (Attachment A) totals \$187,686 to continue operations and programming of VCOG including the probable completion of the REAP Program by June 30, 2023. Member agency Dues Assessments (Attachment B) have been maintained at the same level as 2021-2022 as they have for the past seven years. Budgeted income compared to proposed expenses results in an uncommitted budget surplus of \$2,500.

**ATTACHMENT:      VCOG Resolution 2022-03 and Exhibits-Proposed Budget 2022-2023**

**ATTACHMENT**

**VENTURA COUNCIL OF GOVERNMENTS RESOLUTION  
NO. 2022-03**

**A RESOLUTION OF THE GOVERNING BODY OF  
THE VENTURA COUNCIL OF GOVERNMENTS  
ADOPTING THE 2022-2023 BUDGET**

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

SECTION 1: The Governing Body finds that a budget for Fiscal Year 2022-2023 must be adopted to fund VCOG Operations for the coming year.

SECTION 2: The Governing Body agrees to adopt the proposed budget for Fiscal Year 2022-2023 as detailed in Exhibit A.

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

SECTION 4: All fund balances as of June 30, 2022 shall be carried forward to the 2022-2023 Fiscal Year Operating Budget.

SECTION 4: The Governing Body agrees to adopt Member Dues Assessments for Fiscal Year 2022-2023 as detailed in Exhibit B.

PASSED AND ADOPTED this 12<sup>th</sup> day of May, 2022.

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Kevin Kildee, Chair

Attest:

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Hugh Riley, Executive Director

## Exhibit A

### VENTURA COUNCIL OF GOVERNMENTS FISCAL YEAR 2022/2023 PROPOSED BUDGET

<u>Budget Item</u>	Fiscal Year 2021/2022 <u>Amended Budget</u>	Fiscal Year 2021/2022 9-12 Month Estimate	Fiscal Year 2022/2023 <u>Proposed</u>
<b>Income</b>			
Annual Dinner Sponsorships	6,000	6,000	8,500
Annual Dinner Tickets	300	300	300
Dues Assessments	<u>64,992</u>	<u>64,992</u>	<u>64,992</u>
<b>Sub Total Income</b>	71,292	71,292	73,792
<b>Other Types of Income</b>			
Bank Interest	10	10	10
Research Grant Appropriation	800	800	0
SCAG- REAP Contract	<u>416,900</u>	<u>176,705</u>	<u>163,271</u>
<b>Total-Other Types of Income</b>	<u>417,710</u>	<u>177,515</u>	<u>163,281</u>
<b>Total Income</b>	<b>489,002</b>	248,807	237,073
<b>Expenses</b>			
Contract Services			
Accounting Services	2,000	1,500	1,500
Audit	5,250	5,500	5,500
Executive Administration	45,000	45,000	45,000
Legal Fees	300	300	300
Research Grant-CLU	<u>800</u>	<u>800</u>	<u>0</u>
<b>TOTAL Contract Services</b>	53,350	53,100	52,300
Operations			
Printing and Copying	1,150	1,150	1,150
Supplies	500	0	250
Website & Programs	<u>1,000</u>	<u>860</u>	<u>1,000</u>
<b>Total Operations</b>	2,650	2,010	2,400
Other Types of Expenses			
Insurance-Liability, D and O	<u>2,200</u>	<u>2,471</u>	<u>2,500</u>
<b>Total-Other Types of Expenses</b>	<u>2,200</u>	<u>2,471</u>	<u>2,500</u>
<b>TOTAL Operations Expenses</b>	58,200	57,581	57,200
REAP Project Costs (based on MOU Revision No..2)			
Project 1			
TASK A	2,731	closed	-0-
TASK B	25,500	4,614	18,454
TASK C	<u>21,279</u>	<u>closed</u>	<u>0</u>
<b>SUB TOTAL- Project 1</b>	47,510	4,614	18,454
Project 2			
TASK A	3,100	completed	0
TASK B	<u>3,100</u>	<u>completed</u>	<u>0</u>
<b>SUB TOTAL- Project 2</b>	6,200	0	0
Project 3			
TASK A	2,500	completed	0
TASK B	<u>25,900</u>	<u>completed</u>	<u>0</u>
<b>SUB TOTAL- Project 3</b>	28,400	0	0

<u>Budget Item</u>	Fiscal Year 2021/2022 <u>Amended Budget</u>	Fiscal Year 2021/2022 9-12 Month Estimate	Fiscal Year 2022/2023 <u>Proposed</u>
Project 4			
JOINT ADU	70,000	0	72,100
TASK A- NEW		<u>2,383</u>	<u>9,532</u>
SUB TOTAL- Project 4	70,000	2,383	81,632
Project 5			
TASK A	6,000	27,062	<b>29,379</b>
TASK B	174,600	136,556	<b>27,932</b>
TASK C&D	82,590	6,090	<b>5,874</b>
TASK D – Administration	<u>1,000</u>	<u>closed</u>	<u>-0-</u>
SUB TOTAL- Project 5	264,190	169,708	<b>63,185</b>
<b>Total REAP Costs</b>	416,300	176,705	<b>163,271</b>
 Total Operations & Contract Svcs.	 474,500	 234,286	 <b>220,471</b>
Travel and Meetings			
Annual Dinner	8,000	7,765	<b>8,500</b>
Conference and Meetings	4,842	5,000	<b>3,900</b>
Travel & Lodging	<u>1,660</u>	<u>1,837</u>	<u>1,702</u>
Total- Travel and Meetings	<u>14,502</u>	<u>14,602</u>	<u>14,102</u>
<b>Total Expenditures</b>	489,002	248,888	<b>234,573</b>
<b>Total Income</b>			<b>(237,073)</b>
<b>Budget Surplus Income</b>			<b>2,500</b>



## EXHIBIT B

### VENTURA COUNCIL OF GOVERNMENTS FISCAL YEAR 2022/2023 DUES ASSESSMENT BY MEMBER

VCOG Member Agency	Population	Pop %**	3/4 Population Distribution**	1/4 Equal Distribution**	Total Assessment**
Camarillo	67,154	7.92%	\$3,861	\$1,477	\$5,338
Fillmore	15,441	1.82%	887	1,477	2,364
Moorpark	35,727	4.21%	2,052	1,477	3,529
Ojai	7,612	0.90%	439	1,477	1,916
Oxnard	206,148	24.31%	11,851	1,477	13,328
Port Hueneme	22,768	2.68%	1,307	1,477	2,784
San Buenaventura	109,338	12.89%	6,284	1,477	7,761
Santa Paula	30,556	3.60%	1,755	1,477	3,232
Simi Valley	126,483	14.91%	7,269	1,477	8,746
Thousand Oaks	129,349	15.25%	7,434	1,477	8,911
Ventura County - Unincorporated	97,497	11.50%	5,606	1,477	7,083
<b>Total</b>	<b>848,073</b>	<b>100.00%</b>	<b>\$48,745</b>	<b>\$16,227</b>	<b>\$64,992</b>

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


\*\* May not total exactly due to rounding.



**ITEM 7**

**MEMORANDUM**

**TO:** Council Members and Alternates

**FROM:** Hugh Riley, Executive Director 

**SUBJECT:** Approval of Independent Contractor Agreement with Hugh Riley, Professional Management, LLC for Executive Director/ Administrative Services

**DATE:** May 12, 2022

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**Recommendation:**

It is recommended that the Council review and approve the Independent Contractor Agreement for Executive Director/Administrative Services contingent upon completion of an at least satisfactory performance evaluation by the Administrative Committee no later than June 30, 2022.

**Discussion:**

The current Agreement for Independent Contractor Services with Hugh Riley, Professional Management, LLC will expire on June 30, 2022. The Administrative Committee is conducting a Performance Review of the Executive Director to be completed on or before June 30, 2022.

Mr. Riley is offering a new, two-year agreement with compensation continuing at an hourly rate of \$125 per hour, the currently approved compensation rate, and a total amount not to exceed \$45,000 in a fiscal year without prior authorize from the Administrative Committee. The expenditure cap does not include compensation from the REAP Program.

As an independent contractor, Mr. Riley receives no benefits and will be responsible for any taxes as required by law. The contract term is recommended to commence upon Council approval and completion of the performance review, and continue through June 30, 2024.

The attached independent contractor agreement contains provisions for contractor insurance requirements, indemnification of and by the parties, a termination clause, and dispute resolution procedures.

**Attachment:** Independent Contractor Agreement

**INDEPENDENT CONTRACTOR AGREEMENT  
FOR EXECUTIVE DIRECTOR SERVICES**

**THIS INDEPENDENT CONTRACTOR AGREEMENT FOR EXECUTIVE DIRECTOR SERVICES** (this "Agreement") by and between the VENTURA COUNCIL OF GOVERNMENTS, a California joint powers authority ("VCOG"), and Hugh Riley Professional Management, LLC, a California Limited Liability Corporation ("Contractor"), is made and entered, and approved as of the 12th day of May, 2022 (the "Effective Date"). VCOG and Contractor are sometimes referred to herein singularly as a "Party" and collectively as the "Parties."

**RECITALS**

A. VCOG desires to have its operations administered through an independent contractor agreement between VCOG and Contractor, whereby Contractor will be responsible for all administrative functions of VCOG.

B. Contractor represents that he has the qualifications and ability to perform the services of VCOG's Executive Director in a professional manner. Performance of the services in a professional manner includes, but is not limited to, meeting the requirements of this Agreement.

C. VCOG and Contractor now wish to enter into this Agreement to memorialize the terms by which Contractor will provide the services of Executive Director to VCOG.

**NOW, THEREFORE**, in consideration of the foregoing recitals, and the mutual promises, covenants, and conditions contained herein, the Parties hereby agree as follows:

**AGREEMENT**

**1.0 POSITION AND DUTIES**

1.1 Duties and Appointment of Contractor as VCOG Executive Director. VCOG hereby appoints Contractor as the Executive Director of VCOG to perform the functions and duties as specified in VCOG's job description for the VCOG Executive Director position, a copy of which is attached hereto as Exhibit "A" and incorporated herein by reference, as well as the functions and duties outlined for the VCOG Executive Director in the VCOG Bylaws. Contractor shall be responsible for the general conduct and administration of VCOG business, oversight of all VCOG contractors, and performance of such other legally permissible and proper functions and duties as the VCOG Council of Directors ("Council") shall, from time to time, request.

1.2 Work Schedule. Contractor is expected to engage in the hours of work that are necessary to fulfill the obligations of the position of VCOG Executive Director. Additionally, Contractor acknowledges that the duties often require attending the monthly VCOG meetings or regional meetings related to VCOG's business. Notwithstanding the foregoing, Contractor shall set his own hours and VCOG shall accommodate all reasonably designated hours. Other than attendance at meetings, Contractor shall have discretion to determine where to perform any of the services to be performed, provided that he provides his contact

information to VCOG Council members and is otherwise easily accessible to VCOG Council members, contractors, and others conducting business with VCOG.

### 1.3 Independent Contractor.

(a) Contractor shall provide the services described in Exhibit "A" to VCOG as an independent contractor. It is understood and acknowledged by and between VCOG and Contractor that Contractor is not and shall not be construed as an employee of VCOG for any purpose whatsoever. Under no circumstances shall Contractor look to VCOG as his employer, or as a partner, agent, or principal.

(b) Contractor shall have the option to hire an assistant or subcontractor to perform services under this Agreement; provided, however, that Contractor shall remain the principal person in charge of performing services under this Agreement. Any assistant must be hired, supervised, and paid at Contractor's sole cost and expense.

(c) Contractor hereby acknowledges and warrants that, as an independent contractor, Contractor is solely responsible for his performance and that of any of Contractor's assistants or subcontractors of the services hereunder, including the method, details, and means of performing the services specified herein.

(d) Except as otherwise provided herein, Contractor is solely liable for all costs and expenses associated with Contractor's performance hereunder and for any and all loss or damages which may be caused or occasioned on account of Contractor's provision of services pursuant to this Agreement, whether the same loss or damages be for personal injury or property damage.

(e) Contractor shall be responsible for providing, at Contractor's sole expense and in Contractor's name, disability, worker's compensation or other insurance, as well as licenses and permits usual or necessary for conducting the services under this Agreement. Contractor shall not be entitled to any benefits, including, without limitation, worker's compensation, deferred compensation, disability insurance, vacation or sick pay from VCOG. Contractor acknowledges and agrees that Contractor's employees shall not be eligible for any VCOG employee benefits and, to the extent Contractor's employees otherwise would be eligible for any VCOG employee benefits but for the express terms of this Agreement, Contractor (on behalf of himself and his employees) hereby expressly declines to participate in such VCOG employee benefits.

(f) Neither Contractor, nor any partner, agent, or employee of Contractor, has authority to enter into contracts that bind VCOG or create obligations on the part of VCOG without the prior written authorization of VCOG.

1.4 VCOG Documents. All data, studies, reports, and other documents prepared by Contractor in the performance of his duties under this Agreement shall be promptly furnished to and become the property of VCOG, without restriction or limitation on their use, and without additional cost to VCOG. All ideas, memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input record data, written information, and other materials either created by VCOG or provided by VCOG to Contractor in connection with the performance of this Agreement shall be held confidential by Contractor to the extent permitted by applicable law. Such materials shall not, without the prior written consent of the Chair of the

Council, be used by Contractor for any purposes other than the performance of his functions and duties for VCOG.

## **2.0    COMPENSATION**

For the services rendered pursuant to this Agreement, Contractor shall be compensated at a rate of One Hundred Twenty-Five Dollars per hour (\$125.00/hour) during the term of this Agreement; provided, however, that Contractor's total compensation shall not exceed Forty-Five Thousand Dollars (\$45,000.00) in a fiscal year excluding compensation for special projects unless approved by the Administrative Committee. Contractor shall be solely responsible for the payment of all taxes and similar matters. The compensation set forth in this Section 2.0 shall be Contractor's sole compensation for his services under this Agreement. Contractor shall invoice VCOG for the services rendered pursuant to this Agreement. The invoice shall include the number of hours worked, a description of the services performed, and costs chargeable to VCOG. The invoices shall be in sufficient detail to adequately describe each task performed and the hours related to each task. The invoice shall be provided to VCOG no more frequently than every thirty (30) days. Provided Contractor is not in default under this Agreement, VCOG shall pay all undisputed amounts in Contractor's invoices within thirty (30) days of receipt, consistent with VCOG's standard procedure for the payment of contracts or invoices, including review by the Chair of the Council and approval by the Council through the warrant run process. Contractor acknowledges that VCOG is not obligated to execute an additional agreement or an amendment to this Agreement for any further services by Contractor and that any services performed by Contractor beyond those specifically described in this Agreement or any exhibits are performed at Contractor's risk and without authorization under this Agreement.

## **3.0    TERM**

3.1.    Commencement Date. Contractor shall commence work with VCOG as of the Effective Date.

3.2.    Term. Unless earlier terminated in accordance with Section 3.3 below, this Agreement shall be in effect until June 30, 2024. Any extension beyond such date shall be evidenced by a writing signed by the Parties.

3.3.    Termination by VCOG or Contractor. The Council, upon an affirmative vote of a majority of a quorum of its members, may terminate this Agreement at any time with or without cause; provided that if termination by VCOG is with cause, no prior notice shall be required. If termination by VCOG is without cause, then thirty (30) days' written notice before the effective date of termination shall be required, unless a shorter period is acceptable to Contractor. Contractor may terminate this Agreement at any time upon at least thirty (30) days' written notice to VCOG before the effective date of termination, unless a shorter period is acceptable to the Council. In the event that this Agreement is terminated by VCOG for cause or by Contractor for convenience, Contractor shall provide all assistance reasonably requested by VCOG in connection with the efficient and orderly transition of performance of the services by Contractor to VCOG or any third party designated by VCOG, at no cost to VCOG. In the event that this Agreement is terminated by VCOG for convenience or by Contractor for cause, Contractor shall provide all assistance reasonably requested by VCOG in connection with the efficient and orderly transition of performance of the services by Contractor to VCOG or any third party designated by VCOG, at reasonable time and material rates to be agreed upon by the Parties. As an independent contractor, Contractor expressly agrees that he shall not be entitled to

any compensation beyond the time actually worked and billed for VCOG services authorized under this Agreement.

#### **4.0 VCOG REVIEW**

VCOG shall have the right to review the work being performed by Consultant under this Agreement at any time during VCOG's normal business hours. Review, checking, approval or other action by VCOG shall not relieve Contractor of Contractor's responsibility for the accuracy and completeness of Contractor's work performed under this Agreement.

#### **5.0 INDEMNIFICATION AND INSURANCE**

5.1 Indemnification by VCOG. To the maximum extent permitted by law, VCOG shall defend, hold harmless, and indemnify Contractor against any tort, professional liability, claim or demand, or other legal action arising out of an alleged act or omission occurring in the performance of Contractor's services under this Agreement. This Section 5.1 shall not apply to any intentional tort or crime committed by Contractor, to any action outside the course and scope of Contractor's services authorized under this Agreement, or any other intentional or malicious conduct or gross negligence of Contractor. In no event shall VCOG be liable in contract or tort for any special, consequential, indirect, or incidental damages, including, but not limited to, lost profits, arising out of or in connection with this Agreement.

5.2 Indemnification by Contractor. To the maximum extent permitted by law, Contractor shall defend, hold harmless, and indemnify VCOG and its officers, officials, agents, employees, and volunteers from any and all claims, demands, costs (including reasonable attorneys' fees), or liability that arise out of, or pertain to, or relate to the negligence, recklessness, or willful misconduct of Contractor and Contractor's employees, agents, and volunteers. Contractor shall also defend, hold harmless, and indemnify VCOG against any liability for, or assessment of, any claims or penalties with respect to withholding taxes, labor or employment requirements, including any liability for, or assessment of, withholding taxes imposed on VCOG by the relevant taxing authorities with respect to any compensation paid to Contractor or Contractor's partners, agents, or employees.

5.3 Insurance. Contractor shall procure and maintain, at his sole cost and expense, in a form and content satisfactory to VCOG, during the entire term of this Agreement, including any extension thereof, the following policies of insurance:

(a) Comprehensive General Liability Insurance. A policy of comprehensive general liability insurance written on a per occurrence basis in an amount not less than either (i) a combined single limit of Five Hundred Thousand Dollars (\$500,000.00) or (ii) bodily injury limits of Two Hundred Fifty Thousand Dollars (\$250,000.00) per person, Five Hundred Thousand Dollars (\$500,000.00) per occurrence and Five Hundred Thousand Dollars (\$500,000.00) for products and completed operations liability, and property damage limits of One Hundred Thousand Dollars (\$100,000.00) per occurrence and One Hundred Thousand Dollars (\$100,000.00) in the aggregate.

(b) Worker's Compensation Insurance. If Contractor maintains any employees, a policy of worker's compensation insurance in such amount as shall fully comply with the laws of the State of California and which shall indemnify, insure, and provide legal defense for both Contractor and VCOG against any loss, claim, or damage arising from any injuries or

occupational diseases occurring to any worker employed by or any persons retained by Contractor in the course of carrying out the work or services contemplated in this Agreement.

(c) Automobile Insurance. A policy of comprehensive automobile liability insurance written on a per occurrence basis in an amount not less than either (i) bodily injury liability limits of Fifty Thousand Dollars (\$50,000.00) per person and One Hundred Thousand Dollars (\$100,000.00) per occurrence and property damage liability limits of Fifty Thousand Dollars (\$50,000.00) per occurrence. Said policy shall include coverage for owned, non-owned, leased, and hired vehicles.

## **6.0 CONTRACTOR'S REPRESENTATIONS AND WARRANTIES**

Contractor represents and warrants to VCOG that (a) Contractor is fully qualified to perform the services contemplated herein; (b) Contractor has thoroughly investigated and considered the scope of work and services to be performed, (c) Contractor has carefully considered how the services should be performed; and (d) entering this Agreement does not violate any provision of any other agreement to which Contractor is bound.

## **7.0 GENERAL PROVISIONS**

7.1 Entire Agreement. This Agreement represents the entire agreement between the Parties and supersedes any and all other agreements, either oral or in writing, between the Parties with respect to Contractor's services to VCOG. Each Party to this Agreement acknowledges that no representations, inducements, promises or agreements, orally or otherwise, have been made by either Party, or anyone acting on behalf of either Party, which are not embodied herein, and that no other agreement, statement, or promises not contained in this Agreement shall be valid or binding upon either Party.

7.2 Notices. Any notice required or permitted by this Agreement shall be in writing and shall be personally served or shall be deemed duly given (a) on the date of delivery if delivered personally, or if by facsimile upon written confirmation of receipt by facsimile, (b) on the first business day following the date of dispatch if delivered by a recognized next-day courier service, or (c) on the earlier of confirmed receipt or the third business day following the date of mailing if delivered by registered or certified mail, return receipt requested, postage prepaid. All notices hereunder shall be delivered to the addresses set forth below, or pursuant to such other instructions as may be designated in writing by the Party to receive such notice.

To VCOG:

Chair of the Council  
VCOG

To Contractor:

Hugh Riley Professional Management, LLC  
P. O. Box 157  
Moorpark, CA 93020  
Telephone: (805) 217-9448  
Email: [ridgeriley@msn.com](mailto:ridgeriley@msn.com)

7.3 Outside Professional Activities. This Agreement in no way prohibits Contractor from providing services or engaging in employment with additional clients as long as said activity does not impede the progress of the work performed by Contractor for VCOG. Contractor shall secure prior approval from the Council to perform services for member agencies

that could be in conflict or inconsistent with the services provided herein and shall be prohibited from working on any matters for the Southern Association of Governments ("SCAG") or Orange County Transportation Authority during the term of this Agreement.

7.4 Conflicts Prohibited. During the term of this Agreement, Contractor shall not engage in any business or transaction or maintain a financial interest which conflicts, or reasonably might be expected to conflict, with the proper discharge of Contractor's duties under this Agreement. Contractor shall comply with all requirements of law, including Sections 87100 et seq., Section 1090 and Section 1125 of the Government Code, and any and all other conflict and public sector ethics laws. Contractor shall promptly inform VCOG of any contract, arrangement, or interest that Contractor may enter into or have during the performance of this Agreement that might appear to conflict with VCOG's interests. VCOG, in its sole discretion, shall determine the existence of an actual conflict of interest and may terminate this Agreement in the event such a conflict exists after it has given Contractor written notice which describes the conflict.

7.5 Effect of Waiver. The failure of either Party to insist on strict compliance with any of the terms, covenants, or conditions of this Agreement by the other Party shall not be deemed a waiver of that term, covenant, or condition, nor shall any waiver or relinquishment of any right or power at any one time or other times be deemed a waiver or relinquishment of that right or power for all or any other times. The exercise of any remedy provided in this Agreement shall not be a waiver of any remedy provided by law, and the provisions of this Agreement for any remedy shall not exclude any other remedies unless they are expressly excluded.

7.6 Partial Invalidity. If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, then the Parties agree that the remaining provisions shall continue in full force without being impaired or invalidated in any way to the fullest extent permitted by law.

7.7 Governing Law; Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of California. Venue for any legal action relating to this Agreement shall lie exclusively in any state court sitting in the County of Ventura.

7.8 Independent Legal Advice; Construction of Agreement. VCOG and Contractor represent and warrant to each other that each has received legal advice from independent and separate legal counsel with respect to the legal effect of this Agreement, and VCOG and Contractor further represent and warrant that each has carefully reviewed this entire Agreement and that each and every term hereof is understood and that the terms of this Agreement are contractual and not a mere recital. This Agreement shall not be construed against the Party or its representatives who drafted it or who drafted any portion hereof.

7.9 Dispute Resolution. It is the Parties' intention to avoid the cost of litigation and to attempt to resolve any problems arising out of or related to this Agreement amicably. To that end, the Parties agree to attempt to settle any and all disputes arising out of or related to this Agreement by neutral, non-binding mediation, as a condition precedent to the commencement of arbitration, litigation or any other similar proceeding.

(a) Either Party may request mediation, provided that the request shall be in writing and delivered to the other Party personally or by certified mail.



(b) The Parties agree to act in good faith to attempt to resolve any dispute by mediation. A Party shall not be entitled to attorneys' fees in any lawsuit, arbitration, or other proceeding related to or arising under this Agreement if that Party refused or failed to participate in mediation in good faith pursuant to this Section 7.9.

(c) The Parties further agree to act in good faith to identify a mutually acceptable mediator. If a mediator cannot be agreed upon by the Parties, each Party shall designate a mediator and those mediators shall select a third mediator who shall act as the neutral mediator of the Parties' dispute.

(d) The Parties shall share equally in the cost of mediation.

(e) If the dispute or claim is resolved successfully through the mediation, the resolution shall be documented by a written agreement executed by the Parties. If the mediation does not successfully resolve the dispute or claim, the mediator shall provide written notice to the Parties reflecting the same, and the Parties may then proceed to seek an alternative form of resolution of the dispute or claim, in accordance with the remaining terms of this Agreement and other rights and remedies afforded to them by law. Notwithstanding the foregoing, nothing set forth in this Section 7.9 shall require mediation prior to commencing an action in equity seeking injunctive relief. All applicable statutes of limitation shall be tolled while the mediation procedures specified in this Agreement are pending, and the Parties agree to take all action, including the execution of stipulations or tolling agreements, necessary to effectuate the intent of this provision.

7.10 Compliance with Laws. All the services performed by Contractor under this Agreement shall comply with all applicable laws, rules, regulations, and codes of the United States and the State of California, and with any other applicable rules, ordinances, and regulations.

7.11 Amendments. No addition to or modification of any term or provision of this Agreement shall be effective unless set forth in writing and signed by the Parties.

7.12 Attorneys' Fees. If any action or proceeding is instituted to enforce or interpret any provision of this Agreement, the prevailing Party therein shall be entitled to recover its attorneys' fees and costs from the losing Party; provided, however, that this provision shall be limited by Section 7.9(b), above.

7.13 Headings. The titles of the sections in this Agreement are inserted for convenience of reference only and shall be disregarded in construing any provision of this Agreement.

7.14 Exhibits. All exhibits to this Agreement are incorporated herein by this reference.

7.15 Gender and Number. In this Agreement, the masculine, feminine, and neuter genders and the singular and the plural include one another, unless the context requires otherwise.

7.16 Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. The signature page of any counterpart may be detached therefrom

without impairing the legal effect of the signatures thereon provided such signature page is attached to any other counterpart identical thereto except having additional signature pages executed by the other Party. Counterparts may be delivered by email or facsimile provided that original executed counterparts are delivered to the recipient on the next business day following the email or facsimile transmission.

*IN WITNESS WHEREOF*, VCOG has caused this Agreement to be signed and executed on its behalf by its Chair of the Council, and duly attested by its officers thereunto duly authorized, and Contractor has signed and executed this Agreement, in his individual capacity.

“VCOG”

Ventura Council of Governments, a  
California joint powers authority

By: Kevin Kildee, Chair of the Council

“CONTRACTOR”

Hugh Riley Professional Management, LLC,  
a California Limited Liability Corporation

  
By: Hugh Riley Owner

**EXHIBIT "A"**  
**DESCRIPTION OF VCOG EXECUTIVE DIRECTOR FUNCTIONS AND DUTIES**

**Essential Duties:**

- Representing and implementing Council goals of facilitating sub-regional and regional planning, coordination and technical assistance on issues of mutual concern to VCOG member agencies;
- Protecting Ventura County interests in SCAG's development of the Regional Transportation Plan and Sustainable Communities Strategy (RTP/SCS) and the Regional Housing Needs Assessment (RHNA) allocation to local jurisdictions in the six-county SCAG region; and
- Providing input and recommendations on public policy impacting local government, including, but not limited to, regional planning, homelessness, integrated waste management, and policy issues in the adopted VCOG Program of Priorities.

**The level of effort necessary to provide and support the following services/support will be mutually agreed upon by Contractor and VCOG prior to commencement.**

<b>ADMINISTRATIVE SERVICES</b>	
▪	Agenda/minutes preparation (Council, and Administrative Committee)
▪	Clerk of the Council functions (meeting facilitation, Brown Act posting)
▪	Work to implement annual VCOG Work Plan, develop future work plans
▪	Align VCOG Work Plan with SCAG's RTP/SCS Work plan/schedule
▪	Maintenance of Council roster, VCOG Committees, stakeholder lists
▪	Oversee VCOG elections as required by SCAG
▪	Oversee CALCOG involvement for VCOG
▪	SCAG Committee appointments/appointments to external Councils (by VCOG)
▪	Oversee VCOG legal counsel activities
▪	Maintain VCOG identity materials (letterhead, envelopes, <u>etc.</u> )
▪	VCOG Bylaws review
▪	VCOG General Assembly
▪	Maintain and update all VCOG guidance documents, JPAs, Bylaws, <u>etc.</u>
<b>FINANCIAL SERVICES</b>	
•	Accounting of all VCOG financials
•	Accounts payable processing
•	Check register
•	Audit coordination and support

• Grant reporting/tracking support, as needed
• Development and oversight of VCOG Budget
• Procurement oversight
• Contract oversight
• Invoicing of VCOG dues and other receivables
<b>TECHNICAL SUPPORT</b>
• Align VCOG Work Plan with SCAG's RTP/SCS Work Plan/schedule
• Participation in SCAG Regional Council, Subregional Coordinators meetings, Executive Directors, and other Committee meetings, as needed
• Track and coordinate VCOG responsibilities as Interagency Council on Homelessness
• Identify potential funding opportunities for VCOG
• Participation in technical analysis of various documents/processes
• Technical support for RHNA, air quality, or other issues (may be subcontractor effort)
<b>OUTREACH SERVICES</b>
• Website development and maintenance
• High level of coordination with Ventura County City Managers Association
• Development of flyers, agendas, meeting notes, sign-in sheets, presentations
• VCOG or policy area fact sheets
• Work with various groups and coalitions as needed
• Oversee communication efforts for VCOG
• Media outreach as needed
• Public participation plans/programs as needed



**VENTURA COUNCIL  
OF GOVERNMENTS**

**MEETING SUMMARY**

**ITEM 8A**

**33 East High St., Suite 200  
Moorpark, CA 93012  
March 10, 2022  
4:00 p.m. VIA ZOOM**

**1. CALL TO ORDER & FLAG SALUTE** – The meeting was called to Order at 4:10 PM by Chair Kildee. The Flag Salute was led by Chair Kildee.

**2. ROLL CALL**

**Present:**

Kevin Kildee, Chair, City of Camarillo  
Jenny Crosswhite, Immediate Past Chair, City of Santa Paula -- Joined at 4:30  
Janice Parvin, City of Moorpark  
Randy Haney, City of Ojai  
Mike Johnson, City of San Buenaventura  
Bob Huber, Supervisor, County of Ventura-  
Elaine Litster, City of Simi Valley  
Bert Perello, City of Oxnard  
Simone Alex, City of Fillmore  
Steven Gama, City of Port Hueneme  
Kevin McNamee, City of Thousand Oaks- Joined at 4:20

**Alternates Present: None**

**Staff Present:**

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

**Partner Agency Representatives:**

Rachel Wagner, Regional Affairs Officer, SCAG  
Amanda Fagan, Director of Planning and Policy, V.C.T.C.  
Dave Mullinax, Regional Public Affairs Manager, League of California Cities  
Mina Layba, Legislative Affairs Manager, City of Thousand Oaks

**Guests:**

Claudia-Bill de le Pena, Council Member, City of Thousand Oaks  
Sandy Smith, Chair, VCCTR  
Tim Gallagher, Consultant, VCCTR  
David Grau, President, Ventura County Taxpayers Association

- 3. Virtual Meeting Declaration (Resolution No. 2022-01)** – Chair Kildee made the following announcement: "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.

**STAFF RECOMMENDED ACTION: Recommendation:** That the VCOG Governing Body, pursuant to Government Code Section 54953(e) makes the following findings required by Government Code Section 54953(e)(3): (1) a proclaimed state of emergency remains active in connection with the COVID-19 public health crisis, (2) the VCOG Governing Body has reconsidered the circumstances of the state of emergency and (3) state and local officials continue to impose or recommend measures to promote social distancing in relation to the COVID-19 public health crisis and, further the VCOG Governing Body will utilize remote teleconference meetings pursuant to and in compliance with Brown Act provisions contained in Government Code Section 54953(e).

A **MOTION** was made by Member Parvin to Approve the Staff Recommendation regarding the Virtual Meeting Declaration. The motion was **SECONDED** by Chair-elect Huber. The motion carried with a Roll Call Vote: Ayes- 9 Nays- 0.

#### **4. PUBLIC COMMENT – NONE**

#### **5. Executive Director's Report**

- **2022 Legislative Update** – Riley reported on the early legislative activity and that it is still too early to report much detail about the many bills that have been introduced or reintroduced and deferred to an update from the CalCities (League of California Cities) Representative Dave Mullinax later in the meeting.
- **SCAG Update-** Riley referenced the March Report from SCAG Regional Affairs Officer, Rachel Wagner is attached.
- **SCAG Regional Council Approves Submittal of REAP 2.0 Funding Application-** Riley reported on The Regional Early Action Planning Grant Program for 2021 (REAP 2021) was established as a part of Assembly Bill 140 (AB 140) for the FY 21-22 budget to support transformative and innovative projects that implement a region's Sustainable Communities Strategy and help achieve goals of more housing and transportation options that reduce reliance on cars. REAP 2021 will provide grants to regional entities, primarily metropolitan planning organizations (MPOs), through a combination of formula and competitive-based programs. The SCAG region's formula share is \$246,024,084. To support outreach, program development and development of a full program application, the State has made advance funds of up to ten percent (10%) of the total allocation (amounting to \$24,602,408) available starting in January 2022. On February 3, 2022, the SCAG Regional Council approved the submittal of SCAG's application for up to the full 10% in REAP 2021 advance funding, and acceptance of the advance funding, and authorization<sup>2</sup> for SCAG to use available fund balances to commence REAP 2021 (REAP 2.0) allowable

pre-award activities, including hiring required program limited-term staff prior to the formal budget amendment to support REAP 2021 program development.

Presumably, REAP 2.0 Funds will be made available the Ventura County Agencies including VCOG and VCTC (Sub regions) in the coming year. At this time VCOG Staff will participate in the program development discussions with SCAG and HCD considering the following:

- Including SCAG REAP Scope of Work in the HCD Guidelines
- Approval of \$246 allocated to SCAG
- Availability of \$24 is 10% advance to SCAG in 2022
- Outreach to Sub regions to create programs for REAP 2.0
- Completion of full application due at end of 2022
- Majority of funds are Federal money, so end date of 2025 is fixed
- There are no NEPA Requirements
- The primary emphasis for REAP 2.0 is achieving "multiple policy objectives" including implementing Sustainable Communities Strategy and Regional Transportation Plan (SCS/RTP), Infill housing, VMT reduction, and Affirmative Housing. It appears that programs must do all of these, not 'or'
- We anticipate close work with VCTC on SCS program for the county
- SCAG 10% scope to be approved by SCAG Board in May
- Sub regions will apply to SCAG for funds for local outreach to cities.
- Sub region MOUs would be developed between June and August 2022
- SCAG will have intern "fellows" available for Sub regions starting in September 2022
- as staff
- Sub region outreach from September to December - to include VCOG programs in full SCAG application
- Some staffing assistance could be available at end of year for set period (2 years?)

- **VCOG-REAP Project Update** (Chris Williamson)

**PROJECT 2: Localized Content for Documents, Presentations, and Public Information Programs – COMPLETE** - Work Product has been completed, updated following 2021 Legislative Session and distributed. The Power Point information slides about RHNA "from the State to SCAG to each city" has been reviewed by SCAG were sent to each city staff contact.

**PROJECT 3: Regional Inclusionary Ordinance – COMPLETE**- The Ordinance Template and Appendix has been completed and distributed to City Attorneys and Planning staff. An information copy of the Ordinance Template is attached.

**PROJECT 4: Regional ADU Program for Pre-Fabricated and Garage Conversion ADU's** – Pursuant to the Council approved January 13, 2022 MOU between VCOG, Orange County Council of Governments (OCCOG) and Gateway Cities (GCCOG) on January 13, on January 24, 2022, as the contracting agency for the project, OCCOG Staff completed and issued a Request for Proposals (RFP) for consulting services support for planning activities related to Accessory Dwelling Unit permitting and housing-related model ordinance development. On February 11, 2022, OCCOG received two, - competitive proposals from: (1.) Curt Pringle & Associates; and (2.) Bairde + Driskell, Community

Planning. Staff from VCOG, OCCOG, and GCCOG completed a review and Evaluation of the proposals and the proposal from Baird + Driscoll was selected for further analysis and negotiations.

VCOG will be contributing \$70,000 in REAP Finds toward a total \$289,000 Project Budget. OCCOG Staff will take the lead role in developing the work products for general use by all including the public. Since the MOU designates OCCPG as the contracting agency for the project, there is no requirement for VCOG to approve project documents. However staff for all three agencies are working together on their preparation. Copies of the MOU, RFP, and Consultant Proposals are available to the Council upon request. They are fairly large documents.

**PROJECT 5: Regional CEQA Streamlining VMT Adaptive Management and Mitigation Program** – Work is continuing with VCTC and our consultants led by Iteris, Inc. Amanda Fagen gave an additional briefing on VCTC's participation on the project.

- **VCOG Administrative Committee-** Riley advised that the Committee will meet on March 24, 2022 via ZOOM Conference Call. The Committee will be planning for the VCOG Council Meeting on May 12, 2022 which will be held in Camarillo or Via Zoom. The Committee will also review the proposed operating budget and consider the renewal of the Independent Contractor Agreement with Hugh Riley as Executive Director which expires in June 2022.
- **2022 VCOG Meeting Schedule** – Riley reported that the Administrative Committee is recommending the attached VCOG Meeting Schedule for 2022. The Schedule has been modified again to reschedule the Annual Dinner to October 13, 2022 since the current September 9 date for the event conflicts with the CalCities Annual Conference in Long Beach September 7-9.

6. **AGENCY REPORTS** – Oral Reports were presented by the following agency representatives:

- **Ventura County Transportation Commission-** Amanda, Director of Planning and Sustainability for V.C.T.C. reported that At last week's Commission meeting, in VCTC's role as the Ventura County Service Authority for Freeway Emergencies, VCTC marked the one-year anniversary of the launch of the Freeway Service Patrol program and recognized Driver of the Year Richard Henderson. FSP provides a fleet of roaming tow trucks along three segments of the U.S. 101 and SR-118 freeways, with the goal of quickly getting disabled vehicles moving again to reduce congestion and prevent secondary incidents, at no cost to the drivers. Since its launch in March 2021, the program has logged more than 3,000 motorist assists, including providing direct assistance to motorists more than 2,000 times. VCTC is also conducting two key planning efforts that will guide our county's transportation future for the next 25-30 years. The first is the Transit Integration and Efficiency Study, or TIES Study, which is identifying ways to improve transit services, efficiency, and operations across the 8 transit operators that serve Ventura County. The second is the Ventura County Comprehensive Transportation Plan Update, or CTP. With extensive stakeholder and public engagement, the CTP update will serve as our countywide long-range transportation planning document. Finally, VCTC continues to partner with VCOG on the Vehicle Miles Traveled Adaptive Mitigation Program development with funding from SCAG under the REAP Program. With support from the



consultant team, Project Development Team has been established; an initial program framework has been developed and we have calculated the cost of reducing one vehicle miles traveled across various modes of transportation, and will soon begin outreach to a broader group of stakeholders, including housing developers, to ensure that the program is workable and effective.

- **CalCities (League of California Cities-** Dave Mullinax, Regional Public Affairs Manager reported that about 1,000 bills have been introduced. He sighted SB 1466, Stern, that would help to create infrastructure financing Districts to help fund local infrastructure improvements to support housing development and create jobs. He reported on an initiative by the California Business Roundtable that is now gathering signatures that would require local governments to obtain voter approval to increase fees. A provision in the initiative would repeal the "Upland Decision" which provides that a citizen initiative measure would only require a simple majority vote to pass. The Citizens for Traffic Relief of Ventura County initiative is depending on the Upland Decision for its passage with a simple majority rather than a 2/3 majority vote. The Roundtable provision is retroactive to January 2022.
- **Southern California Association of Governments (SCAG)** - Rachel Wagner, Regional Affairs Officer referenced the SCAG March Update included with Riley's Report. She announced that registration is open for SCAG's 57<sup>th</sup> Annual Conference and General Assembly on May 4-6 in Palm Desert. Registration is free for elected officials and city/county managers. She also reported that SCAG has launched the Regional Data Platform which is aligned with the Regional Transportation Plan. They will be presenting this platform and the benefits it provides to the sub regions. They would be available to make a presentation at the May VCOG Meeting.

## **7. CONSENT CALENDAR (Roll Call Vote Required)**

- A. **Summary of January 13, 2022 Meeting** – Approve Meeting Summary for the January 13, 2022 VCOG Council Meeting. **Action:** Approve Meeting Summary as published.
- B. **Financial Report** - 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** - 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. **Appointment of 2022 VCOG Administrative Committee** Upon recommendation of the Chair, approve the appointment of At-Large Members Parvin and Litster to the VCOG Administrative Committee. **Action:** Approve Chair's appointments.
- E. **2022-SCAG Regional Council Election Result- Districts 46** - Acknowledge the election of Claudia-Bill de le Pena, Council Member from the City of Thousand Oaks as District 46 Representative to the SCAG Regional Council. **Action:** Acknowledge the election of Claudia-Bill de le Pena District 46 Representative to the SCAG Regional Council.

Riley introduced Claudia-Bill de le Pena District 46 Representative to the SCAG Regional Council who thanked the Council for giving her this opportunity.

A **MOTION** was made by Member Haney to Approve the Staff Recommendations contained in Items 7A through E of the Consent Calendar. The motion was **SECONDED** by Member Huber. The motion carried with a Roll Call Vote: Ayes- 11 Nays- 0

9. **PRESENTATION ITEMS** (NOTE: Item 8 was omitted from the published Agenda)

A. **Presentation by the Citizens for Traffic Relief of Ventura County Committee** – Sandy Smith, Chair of the Citizen's For Traffic Relief of Ventura County (CTRVC) introduced the committee's slide presentation which is available from VCOG Staff on request. He discussed how Ventura County is losing out on millions of transportation dollars by not having the local matching funds a sales tax would provide. The CTRVC's is gathering signatures to place the measure on the November 2022 Ballot. The measure would require only a simple majority voter approval due to the Upland Court decision which states that a citizen sponsored initiative is not subject to the 2/3<sup>rd</sup> vote requirement. He explained, while the Ventura County Transportation Commission had not approved the Committee's expenditure plan, the Committee's position was that the VCTC would still be required to except and spend the funds generated if approved by the voters. Smith reported that their early polling indicated that there was overwhelming support for the measure. The key elements of the measure's spending plan were presented:

- Expand the 101 and 118 w/HOV and EV Lanes
- Build a direct connection between the 118 and State Route 23
- Including allocation of funds generally to address regional roads and highways
- Paving, maintaining and fixing potholes on local streets
- Protecting waterways and beaches from polluted runoff
- Reducing traffic congestion
- Provide students with safe routes to walk and bike to school, and improving safety generally on local streets
- Provide money to complete cycling and walking paths for Active Transportation
- Establish programs that provide affordable transit fares for students, seniors, veterans, and the disabled

Mr. Smith agreed to transmit the Spending Plan to Riley so that it could be distributed to the VCOG Council.

There were numerous questions from the panel which were addressed by Mr. Smith as well as by Tim Gallegher, CTRVC Consultant. Questions involved the voter polling and the expenditure plan and its flexibility.

David Grau, Chair of the Ventura County Taxpayers Association questioned the validity of the proposed expenditure plan stating that it was obsolete and completely outside the VCTC adopted Transportation Plan. He asked that VCOG not endorse the measure.

A **MOTION** was made by Member Parvin to Approve the Staff Recommendation to receive and file the report. The motion was **SECONDED** by Member Perillo. The motion carried with a Roll Call Vote: Ayes- 11 Nays- 0

B. **2022 VCOG Legislative Program** - Discuss and Approve Proposed Legislative Program for 2022 as recommended by the VCOG Administrative Committee. **Action:** Approve VCOG Legislative Program for 2022. The Council discussed the draft VCOG Legislative Program for 2022 with changes recommended by the VCOG Administrative Committee. Riley shared<sup>26</sup> the document with revisions. Member Parvin asked that the Public Health item regarding the

use of anticoagulant rodenticides be restored to the program since the state legislation had not banned their uses completely. There was no objection to this change.

A **MOTION** was made by Member Litster to Approve the proposed VCOG Legislative Program for 2022 with the changes discussed. The motion was **SECONDED** by Member Haney. The motion carried with a Roll Call Vote: Ayes- 11 Nays- 0

C. **2022 VCOG Program of Priorities** - Discuss and Approve Proposed Program of Priorities for 2022 as recommended by the VCOG Administrative Committee. **Action:** Approve VCOG Program of Priorities for 2022. Riley shared the proposed program document with suggested changes made by the VCOG Administrative Committee. Several additional changes were suggested by the Council including water and economic development issues.

Member Crosswhite asked that both of the final documents be placed on the Council's Consent Calendar for the May 12, 2022 Council Meeting. It was so ordered.

A **MOTION** was made by Member McNamee to Approve the proposed VCOG Program of Priorities for 2022 with the changes discussed and that both final documents be placed on the May 12, 2022 Consent Calendar. The motion was **SECONDED** by Member Litster. The motion carried with a Roll Call Vote: Ayes- 11 Nays- 0

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.

Member McNamee discussed the recurrence of home burglaries by immigrant, Chilean gang members that were in the country legally because current U.S. Immigration laws. He suggested that VCOG might have a role in disseminating information to member cities about the problem.

Member Gama suggested that VCOG switch to in-person (live) meetings if possible.

Member Johnson advised that he would be spearheading a new group called Ventura County Bikes

Member Gama recommended the viewing of a film titled "Wake Up" about human trafficking which was largely filmed in Ventura County. Member Haney also commented on the issue.

11. **ADJOURNMENT:** The meeting was adjourned at 6:05 PM.  
Next Meeting- May 12, 2022 in Camarillo



**VENTURA COUNCIL  
OF GOVERNMENTS**

**ITEM 8B**

**MEMORANDUM**

**TO:** Council Members and Alternates

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

**SUBJECT:** Financial Report

**DATE:** May 12, 2022

**Recommendation:**

Receive and file Financial Report for Period ending May 6, 2022.

---

**Discussion:**

This report transmits the Ventura Council of Governments (VCOG) Financial reports for the Budget Period to May 6, 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-7/01/21	Rate	Balance
Bank of A	Maximizer 2635	N/A	\$ 9.38	0.03%*	\$62,668.04

\* Variable

Payments for REAP Reimbursement Invoice Nos. 11 & 12 for January and February 2022 have been received from SCAG. Invoice No. 13 for March 2022 expenses totaling \$ 1,966.75 and Invoice No. 14 for April 2022 expenses totaling \$ 27,872.51 are pending. 2020-2021 Audit Field Work (Done Virtually) was completed on April 11 and Staff has submitted all documents and reports requested by the auditors...

**ATTACHMENTS:** Balance Sheet – As of May 6, 2022  
Budget vs. Actual Report - July 1, 2021 to May 6, 2022

# Ventura Council of Governments

## Balance Sheet As of May 6, 2022

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
BofA - 5797	0.00
BofA - 9045	42,521.44
BofA MM - 2635	62,665.98
<b>Total Bank Accounts</b>	<b>\$105,187.42</b>
Accounts Receivable	
Accounts Receivable (A/R)	29,839.26
<b>Total Accounts Receivable</b>	<b>\$29,839.26</b>
Other Current Assets	
Undeposited Funds	0.00
<b>Total Other Current Assets</b>	<b>\$0.00</b>
<b>Total Current Assets</b>	<b>\$135,026.68</b>
Other Assets	
Fraud	0.00
<b>Total Other Assets</b>	<b>\$0.00</b>
<b>TOTAL ASSETS</b>	<b>\$135,026.68</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	0.00
<b>Total Accounts Payable</b>	<b>\$0.00</b>
Other Current Liabilities	
Payroll Liabilities	0.00
<b>Total Other Current Liabilities</b>	<b>\$0.00</b>
<b>Total Current Liabilities</b>	<b>\$0.00</b>
Long-Term Liabilities	
Unearned Income	0.00
<b>Total Long-Term Liabilities</b>	<b>\$0.00</b>
<b>Total Liabilities</b>	<b>\$0.00</b>
Equity	
Opening Balance Equity	104,091.04
Unrestricted Net Assets	4,909.45
Net Income	26,026.19
<b>Total Equity</b>	<b>\$135,026.68</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$135,026.68</b>

# 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	350.00	300.00	-50.00
Dues Assessments	64,992.00	64,992.00	0.00
Investments			
Interest-Savings, Short-term CD	7.32		-7.32
<b>Total Investments</b>	<b>7.32</b>		<b>-7.32</b>
Other Types of Income			
Bank Interest		10.00	10.00
<b>Total Other Types of Income</b>		<b>10.00</b>	<b>10.00</b>
REAP Income	103,534.02	416,900.00	313,365.98
Research Grant Appropriation		800.00	800.00
<b>Total Income</b>	<b>\$177,883.34</b>	<b>\$489,002.00</b>	<b>\$311,118.66</b>
<b>GROSS PROFIT</b>	<b>\$177,883.34</b>	<b>\$489,002.00</b>	<b>\$311,118.66</b>
Expenses			
Contract Services			
Accounting Fees	1,059.82	2,000.00	940.18
Audit		5,250.00	5,250.00
Executive Administration	35,093.75	45,000.00	9,906.25
Legal Fees		300.00	300.00
Research Grant - CLU	800.00	800.00	0.00
<b>Total Contract Services</b>	<b>36,953.57</b>	<b>53,350.00</b>	<b>16,396.43</b>
Operations			
Printing and Copying	380.50	1,150.00	769.50
Supplies		500.00	500.00
Website	860.00	1,000.00	140.00
<b>Total Operations</b>	<b>1,240.50</b>	<b>2,650.00</b>	<b>1,409.50</b>
Other Types of Expenses			
Insurance - Liability, D and O	2,470.88	2,200.00	-270.88
<b>Total Other Types of Expenses</b>	<b>2,470.88</b>	<b>2,200.00</b>	<b>-270.88</b>
REAP Project Costs			
Project - 1 - TASK A	200.00	2,731.00	2,531.00
Project 1 - TASK B	12,375.00	23,500.00	11,125.00
Project 1 - TASK C	500.00	21,279.00	20,779.00
Project 2 - TASK A		3,100.00	3,100.00
Project 2 - TASK B	1,756.50	3,100.00	1,343.50
Project 3 - TASK A	9,467.50	2,500.00	-6,967.50
Project 3 - TASK B	10,080.00	25,900.00	15,820.00
Project 3 - TASK C	6,510.00		-6,510.00
Project 4 - NEW TASK A	939.00	70,000.00	69,061.00
Project 4 - TASK A	1,170.50		-1,170.50

# 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	900.00		-900.00
Project 5 - Administration	1,336.51		-1,336.51
Project 5 - TASK A	26,081.77	6,000.00	-20,081.77
Project 5 - TASK B	30,220.70	174,600.00	144,379.30
Project 5 - TASK C		82,590.00	82,590.00
Project 5 - TASK D - Admin		1,000.00	1,000.00
<b>Total REAP Project Costs</b>	<b>101,537.48</b>	<b>416,300.00</b>	<b>314,762.52</b>
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	1,660.00	623.44
<b>Total Travel and Meetings</b>	<b>9,654.72</b>	<b>14,502.00</b>	<b>4,847.28</b>
<b>Total Expenses</b>	<b>\$151,857.15</b>	<b>\$489,002.00</b>	<b>\$337,144.85</b>
<b>NET OPERATING INCOME</b>	<b>\$26,026.19</b>	<b>\$0.00</b>	<b>\$ -26,026.19</b>
<b>NET INCOME</b>	<b>\$26,026.19</b>	<b>\$0.00</b>	<b>\$ -26,026.19</b>




**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:** May 12, 2022

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**Recommendation:**

Approve the Register of Warrants for expenditures and Debit Card Transactions incurred from March 4, 2022 to May 6, 2022

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**Discussion:**

This report presents expenditures including bank debit card transactions incurred by the Ventura Council of Governments for the period May 6, 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**  
**May 12, 2022**  
Transactions from March 1, 2022 – May 6, 2022

<u>Check #</u>	<u>Date</u>	<u>Paid To</u>	<u>Inv. Date</u>	<u>Description</u>	<u>Amount Paid</u>
508	03/01/22	Chris Williamson	03/01/22	Consulting Services (REAP)	\$ 1,498.00
509	03/02/22	Hugh Riley, Pro. Management, LLC	03/01/22	Executive Administration-Feb.	\$ 1,531.25
510	03/02/22	Hugh Riley, Pro. Management, LLC	03/01/22	REAP Application & Oversight	\$ 531.25
511	03/03/22	Caroline Carter	03/02/22	Accounting Services – Feb. 22	\$ 97.50
512	03/31/22	Chris Williamson	04/01/22	Consulting Services (REAP)	\$ 1,498.00
513	03/31/22	VC Digital	02/28/22	Printing & Copying	\$ 28.00
514	04/01/22	Hugh Riley, Pro. Management, LLC	03/31/22	Executive Administration-Mar.	\$ 5,406.25
515	04/01/22	Hugh Riley, Pro. Management, LLC	03/31/22	REAP Application & Oversight	\$ 468.75
516	04/10/22	Caroline Carter	04/04/22	Accounting Services – Mar. 22	\$ 146.25
517	-----VOID DUE TO PRINTER MALFUNCTION-----				
518	04/10/22	VC Digital	03/31/22	Printing & Copying	\$ 22.00
519	04/27/22	V.C. Transportation Commission	04/27/22	REAP Project 5- Invoice No. 4	\$ 2,598.86
520	04/27/22	Iteris, Inc.	04/27/22	REAP Project 5- Invoice 144224	\$ 23,079.66
521	04/30/22	Dr. Chris Williamson	04/30/22	Consulting Services-REAP	\$ 1,819.00
522	05/03/22	Hugh Riley, Pro. Management, LLC	04/29/22	Executive Administration-April.	\$ 3,687.50
523	05/03/22	Hugh Riley, Pro. Management, LLC	04/29/22	REAP Application & Oversight	\$ 375.00

Register of Debit Card Transactions  
Ventura Council of Governments

May 12, 2022

Transactions from March 4, 2022 to May 6, 2022

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



**VENTURA COUNCIL  
OF GOVERNMENTS**

**MEMORANDUM**

**Item 8D**

**TO:** Council Members and Alternates  
**FROM:** Hugh R. Riley, Executive Director   
**SUBJECT:** Approve Final 2022 VCOG Legislative Program  
**DATE:** May 12, 2022

**Recommendation:**

Approve VCOG Legislative Program for 2022.

---

On March 10, 2022 Council discussed and made final revisions to the VCOG Legislative Program for 2022. On March 24, 2022 the VCOG Administrative Committee reviewed and confirmed the final draft of the document.

This report transmits the VCOG 2022 Legislative Program for final approval

**ATTACHMENT:** VCOG 2022 Legislative Program



## **VENTURA COUNCIL OF GOVERNMENTS**

### **Item 8D**

### **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 State funding for a weigh station (Commercial Vehicle Enforcement Facility) along SR118 between Somis and Moorpark.
- 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.
- Support Public Safety Power Shutoffs prevention and mitigation efforts

## **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 8E**

**TO:** Council Members and Alternates

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

**SUBJECT:** Approve Final 2022 VCOG Program of Priorities

**DATE:** May 12, 2022

**Recommendation:**

Approve VCOG Program of Priorities for 2022.

---

On March 10, 2022 Council discussed and made final revisions to the VCOG Program of Priorities for 2022. On March 24, 2022 the VCOG Administrative Committee reviewed and confirmed the final draft of the document.

This report transmits the VCOG 2022 Program of Priorities for final approval

**ATTACHMENT:** VCOG 2022 Program of Priorities



## **VCOG 2022 PROGRAM OF PRIORITIES**

2016-2040 Sustainable Communities Strategy

Collaboration with Regional Partners

Regional solutions for municipal services

- Public safety dispatch services
- Animal Services
- Graffiti abatement

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

Economic Development

- Business retention/attraction issues
- Sales tax measures
- On-line sales impacts to local revenues
- Economic stimulus measures such as enterprise zones

Homelessness

Housing Issues

- Addressing Substandard Housing
- Second Dwelling Unit (REAP Program)
- Displacement
- Local control of land use
- Affordability (REAP Program)

Infrastructure Funding Issues

Legislative Advocacy (See Legislative Program)

Water Supply Reliability/sustainability

- Sustainable Groundwater Management
- Clean, sustainable waterways, beaches, and harbors
- Develop storm water capture, storage and reuse

Energy resource sustainability

Solid Waste Management

- Landfill Capacity and Emerging Waste-to-Energy Technology

Technology Trends in Transportation

03/10/22 Revisions

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

Short-term - Rentals Impacts

Healthy Communities




**VENTURA COUNCIL  
OF GOVERNMENTS**

**MEMORANDUM**

**Item 8F**

**TO:** Council Members and Alternates

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

**SUBJECT:** Approve REAP Sub regional Partnership Program Scope of Work-  
Second Revision and Authorize Chair to Execute Subsequent  
Amendment to VCOG-SCAG MOU M-018-21

**DATE:** May 12, 2022

**Recommendation:**

Approve Revised Scope of Work for VCOG-SCAG MOU M-018-21 and Authorize Chair to execute resulting Amendment to the MOU.

---

**Discussion:**

Due to the completion of VCOG-REAP Project Nos. 2 and 3, the current status of the remaining Projects 4 and 5 and probable administrative expenses to participate in REAP 2.0, staff has prepared a Revised Scope of Work for the Sub regional Partnership MOU with SCAG. The revised Scope of Work (Attached) was submitted to SCAG on April 22, 2022 and is awaiting SCAG approval or possible modification if requested.

**ATTACHMENT:** Revised Scope of Work for VCOG-SCAG MOU M-018-21



Regional Early Action Planning (REAP) Grant  
Subregional Partnership Program  
Scope of Work Approval Form

**Subregional Partner: Ventura Council of Governments (VCOG)**

- ☐ Original Scope of Work Approval      ☐ Add or Remove Project Manager
- ☒ Revision Requested to Projects (Please check all that apply)
- ☒ Revise/Delete a Previously Approved Project or Task      ☒ Change Funding Allocation Between Projects
- ☐ Add a New Project      ☐ Project/Task Date Change      ☐ Change in Deliverable
- ☐ RHNA Adjusted Allocation Initiated by SCAG

☐ Other (Please describe)

Changes to existing Tasks and deliverables

Adding REAP 2.0 work as requested by SCAG to  
Project 1, Task B.

SCAG Approval Date: 3/11/2021

Revision Request Date: 4/25/2022

**Approved Summary of Projects and Activities (Update No. 1 approved on 7/16/2021)**

	Project/Activity Name	Phases 1 &2 funding	5% SCAG Addition	Total Project Funding
1	REAP Application, Management, and Executive Outreach	\$68,810		\$68,810
2	Localized Content for Documents, Presentations, and Public Information Programs	\$ 9,500		\$ 9,500
3	Regional Model Inclusionary Ordinance	\$29,500		\$29,500
4	Regional ADU Program for Pre-Fabricated and Garage Conversion ADUs	\$50,500	\$21,600	\$ 72,100
5	Regional CEQA Streamlining Vehicle Miles Traveled (VMT) Adaptive Management and Mitigation Program	\$273,690		\$273,690
		\$432,000		
	<b>Total Approved Funding Amount with 5%</b>			\$453,600

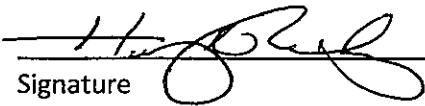
**Summary of Projects and Activities (Revision)** If a revision is requested, please also update the appropriate individual project outline(s) on the following pages. If a new project is being requested, please fill out a new project outline using the template on the last three pages of this form.

	Project/Activity Name	Approved Total	Proposed Total	Changes
1	REAP Application, Management, and Executive Outreach, and Admin for all Projects NTE 5%	\$68,810	\$57,394	- \$ 11,416
2	Localized Content for Documents, Presentations, and Public Information Programs [COMPLETED]	\$ 9,500	\$ 6,682	- \$ 2,818
3	Regional Model Inclusionary Ordinance [COMPLETED]	\$29,500	\$27,998	- \$ 1,502
4	Regional ADU Program with OCCOG and GCCOG	\$72,100 (+ 5%)	\$87,836	+ \$15,736
5	Regional CEQA Streamlining Vehicle Miles Traveled (VMT) Adaptive Management and Mitigation Program	\$273,690	\$273,690	Task budgets adjusted.
	Total proposed change			net \$0
	<b>Total Approved/Proposed Funding Amount</b>	\$453,600	\$453,600	



Regional Early Action Planning (REAP) Grant  
Subregional Partnership Program  
Scope of Work Approval Form

**Approval Requested By:**  
SUBRECIPIENT PROJECT MANAGER  
Hugh Riley, Executive Director

Signature  4/13/12 Date

**Approved By:**  
SCAG PROJECT MANAGER  
Ma'Ayn Johnson, Housing Programs Manager

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Note to Subrecipient(s):**

*If the approved Scope of Work includes the adoption or amendment of ordinances or any other support activities, those activities, e.g., ADU ordinances, must support the creation of additional housing and be in compliance with applicable current State and Federal laws and statutes. If the project is found to be non-compliant with any current laws or statutes, reimbursement will be denied, and any funds previously disbursed may be subject to repayment by the Subrecipient. If the Subrecipient is unclear as to the legality of their proposed ordinance or amendment, the SCAG Project Manager can offer technical assistance. The California Department of Housing and Community Development has a website for current ADU law and resources for agencies at <https://www.hcd.ca.gov/policy-research/accessorydwellingunits.shtml>.*

*SCAG will provide enough copies of the following two pages for each approved project.*

<b>1</b>	<p><b>Project Name</b>    <b>REAP Application, Project Management, and Executive Outreach</b></p> <p>This Update No. 2 removes Task C (5% admin costs = \$21,600) and re-allocates the 1Q 2022 \$21,416.50 remaining balance by adding \$10,000 to Task B (ongoing REAP management) and transferring \$11,416 to Project 4 (Joint ADU with OCCOG and GCCOG). VCOG is absorbing the marginal administrative cost and has charged only \$162.50 to date. The additional \$10,000 to Task B is to ensure adequate funding for overall management through June 23, 2023 and to cover costs related to REAP 2.0 as requested by SCAG.</p> <p><b>Brief Description of Project:</b> <i>As provided in initial approved application</i> Task A is completed.</p> <p>Task B was increased by \$10,000 (transferred from Project 1, Task C [Admin 5%]). Task B covers the Executive Director and Housing Specialist time for overall REAP management and to participate on REAP 2.0.</p> <p>Task C is removed, remaining \$21,416 re-allocated to Task B (\$10,000) and Project 4 (\$11,416).</p> <p>Project 1 deliverables remain unchanged. REAP 2.0 tasks may result in deliverables.</p> <p><b>Alignment with SCAG Connect SoCal regional priorities:</b> <i>As provided in initial approved application</i> <b>Priorities and Strategies in the Connect SoCal Plan</b></p> <p style="padding-left: 20px;"><b><i>Focus Growth Near Destinations &amp; Mobility Options</i></b></p> <ul style="list-style-type: none"> <li>• Emphasize land use patterns that facilitate multimodal access to work, educational and other destinations</li> <li>• Focus on a regional jobs/housing balance to reduce commute times and distances and expand job opportunities near transit and along center-focused main streets</li> <li>• Plan for growth near transit investments and support implementation of first/last mile strategies</li> <li>• Promote the redevelopment of underperforming retail developments and other outmoded nonresidential uses</li> <li>• Prioritize infill and redevelopment of underutilized land to accommodate new growth, increase amenities and connectivity in existing neighborhoods</li> <li>• Identify ways to "right size" parking requirements and promote alternative parking strategies (e.g. shared parking or smart parking)</li> </ul> <p style="padding-left: 20px;"><b><i>Promote Diverse Housing Choices</i></b></p> <ul style="list-style-type: none"> <li>• Preserve and rehabilitate affordable housing and prevent displacement</li> <li>• Identify funding opportunities for new workforce and affordable housing development</li> <li>• Create incentives and reduce regulatory barriers for building context sensitive accessory dwelling units to increase housing supply</li> <li>• Provide support to local jurisdictions to streamline and lessen barriers to housing development that supports reduction of greenhouse gas emissions</li> </ul> <p style="padding-left: 20px;"><b><i>Support Implementation of Sustainability Policies</i></b></p> <ul style="list-style-type: none"> <li>• Pursue funding opportunities to support local sustainable development implementation projects that</li> </ul>
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reduce greenhouse gas emissions

- Support statewide legislation that reduces barriers to new construction and that incentivizes development near transit corridors and stations
- Support local jurisdictions in the establishment of Enhanced Infrastructure Financing Districts (EIFDs), Community Revitalization and Investment Authorities (CRIAs), or other tax increment or value capture tools to finance sustainable infrastructure and development projects, including parks and open space
- *Work with local jurisdictions/communities to identify opportunities and assess barriers to implement sustainability strategies*
- *Enhance partnerships with other planning organizations to promote resources and best practices in the SCAG region*
- *Continue to support long range planning efforts by local jurisdictions*
- *Provide educational opportunities to local decisions makers and staff on new tools, best practices and policies related to implementing the Sustainable Communities Strategy*

*PROJECT 1 DEVELOPS THE VCOG REAP PROGRAM AND SCAG CONTRACT BY WORKING WITH THE 11 VCOG COUNTY/CITY MANAGERS AND SENIOR PLANNING STAFF.*

#### **Objectives of the Housing Program Framework**

- Align resources with allocation methodology for the 6th Cycle of RHNA to support local jurisdictions in addressing identified housing needs
- Advance Connect SoCal sustainable development goals including supporting local jurisdictions in promoting housing in priority growth areas to increase access to jobs and transit and reduce environmental impacts
- Maximize funding allocations by providing technical assistance and capacity building necessary to support local agencies in applying for and expending program resources
- Direct resources toward programs and activities that complement and increase the competitiveness of the SCAG region for other funding programs, including by increasing the number of jurisdiction that are designated by HCD as "pro-housing", as specified in AB 101, qualifying them to receive additional points in the scoring of program applications for housing and infrastructure programs pursuant to guidelines adopted by HCD.
- Build longer term capacity at SCAG and in the region to address housing issues, including by:

- *Facilitating compliance with state housing law*

*PROJECT 1 MANAGES THE REAP PROGRAM AND SCAG CONTRACT THAT MUST COMPLY WITH APPLICABLE STATE LAW AND GRANT REQUIREMENTS.*

- *Defining a sustainable role for SCAG that marries housing with transportation objectives*
- *Strengthening regional/sub-regional partnerships, collaborations and funding Models*

*PROJECT 1 DEVELOPS THE REAP PROGRAM AND SCAG CONTRACT BY WORKING WITH THE 11 VCOG COUNTY/CITY MANAGERS AND SENIOR PLANNING STAFF.*

- *Establishing regional/subregional vision as basis for future funding*

*PROJECT 1 PROMOTES DEVELOPMENT OF REGIONAL APPROACHES TO VMT IMPACT MITIGATION BASED ON THE VENTURA COUNTY AIR POLLUTION CONTROL DISTRICT (APCD) CEQA PROJECT AND CUMULATIVE IMPACT "BUY DOWN" MITIGATION THAT GENERATES LOCAL GRANT MATCHING FUNDS.*



**Other objectives**

Other SCAG programs also include similar housing, land use, sustainability, and social equity objectives. In an effort to coordinate strategies and objectives, the Sustainable Communities Program (SCP), which will include a focus area for housing-related project grants in an upcoming call for projects, outlines several key goals, including:

- Provide needed planning resources to local jurisdictions for active transportation and multimodal planning efforts, sustainability, land use, and planning for affordable housing;
- Promote, address and ensure health and equity in regional land use and transportation planning and to close the gap of racial injustice and better serve our communities of color;
- *Encourage regional planning strategies to reduce motorized Vehicle Miles Traveled (VMT) and greenhouse gas (GHG) emissions, particularly in environmental justice communities where there is the highest need for air quality improvements;*

*PROJECT 1 PROMOTES DEVELOPMENT OF REGIONAL APPROACHES TO VMT IMPACT MITIGATION BASED ON THE VENTURA COUNTY AIR POLLUTION CONTROL DISTRICT (APCD) CEQA PROJECT AND CUMULATIVE IMPACT "BUY DOWN" MITIGATION THAT GENERATES LOCAL FUNDS FOR THE VENTURA COUNTY TRANSPORTATION COMMISSION TO SPEND ON ACTIVE TRANSPORTATION AND GHG REDUCTION PROGRAMS.*

- Develop local plans that support the implementation of key strategies and goals outlined in Connect SoCal and the Sustainable Communities Strategy;

**Approved Program Metrics to be Documented in Quarterly and Annual Reports:**

*As determined in consultation with SCAG Project Manager*

1. Status updates of VCOG jurisdictions' 2021-2029 Housing Element.
2. Status updates of VCOG jurisdictions' SB2 and LEAP projects.
3. Update of jurisdictions' interest and/or intent to utilize REAP projects 2 to 5 products.
4. Summaries of VCOG Executive Director meetings with VCOG City Managers.
5. Documentation of Executive Director reports to VCOG regarding REAP.
6. List of RFP's issued, proposal received, consultant selection, and consultant contracts executed.
7. List of consultant invoices and payments.

Task and sub-tasks	Staff/Consultant/Both	Estimated cost	Phase 1 or 2	Begin date	End date	Deliverable
TASK A TASK completed.	Both	\$ 0		9/4/2020	6/30/2023	Click or tap here to enter text.
TASK B Ongoing executive supervision of REAP projects; subconsultant procurements, preparation and review; REAP reports contract amendments; interface with the VCOG Board; networking with jurisdiction city executives; REAP 2.0 work for SCAG	Both	\$57,394		9/4/2020	6/30/2023	VCOG agendas and reports related to REAP; SCAG quarterly progress reports; review of subconsultants contracts
TASK C Admin Support  TASK removed. VCOG staff will absorb administration costs. 1Q 2022 balance re-allocated to Task B (\$10,000) and Project 4 (\$11,416)	Staff	\$ 0		9/4/2020	6/30/2023	Click or tap here to enter text.
Total projected cost		\$57,394				

2	<p><b>Project Name</b> Localized Content Documents for Documents, Presentations, and Public Information Programs</p>
<p><b>Brief Description of Project:</b>  <b>PROJECT COMPLETED IN MARCH 2022</b></p> <p>The Task A deliverables (May 2021) presented the State Housing Crisis Declaration and RHNA/Housing Element Legislation, highlighted the changes compared to prior housing elements, listed RHNA VCOG Allocations, and demonstrated that RHNA allocations can be met consistent with the character and planning policies unique to Ventura County (SOAR and local City Urban Restriction Boundaries, Guidelines for Orderly Development, VCTC Connect 101 Plan, Metrolink and transit services, Coastal Zones, High-Risk Wildfire designated areas, various State and Federal lands and military facilities, adjudicated and managed groundwater basins, Farmlands of State Importance and Williamson Act contracts, and inter-city Agricultural Greenbelts).</p> <p>Task A remaining funds as of 1Q 2022 of \$2,818 are re-allocated to Project 4.</p>	
<p><b>Alignment with SCAG Connect SoCal regional priorities:</b>  <i>As provided in initial approved application</i>  Consistency with specific priorities is shown below in CAPS. If no comment is made, PROJECT 2 is considered consistent.</p> <p><b><u>Priorities and Strategies in the Connect SoCal Plan</u></b></p> <p><b><i>Focus Growth Near Destinations &amp; Mobility Options</i></b></p> <ul style="list-style-type: none"> <li><i>Emphasize land use patterns that facilitate multimodal access to work, educational and other destinations</i>  PROJECT 2 EMPHASIZES THE 50-YEAR COUNTY-WIDE PLANNING CONTEXT AND HOW THE NEW HOUSING ELEMENTS WILL REMAIN CONSISTENT WITH LOCAL PLANNING PROGRAMS THAT FOCUS GROWTH INTO EXISTING CITIES AND ALONG HQTC'S AND HQTA'S.</li> <li><i>Focus on a regional jobs/housing balance to reduce commute times and distances and expand job opportunities near transit and along center-focused main streets</i>  PROJECT 2 DOCUMENTS ALIGNMENT WITH SCAG, VCTC, TRANSIT OPERATORS, AND COUNTY PLANNING THAT COLLECTIVELY REDUCE COMMUTE TIMES AND DISTANCES.</li> <li><i>Plan for growth near transit investments and support implementation of first/last mile strategies</i>  PROJECT 2 DOCUMENTS ALIGNMENT WITH SCAG HQTA AND HQTC DESIGNATIONS.</li> <li><i>Promote the redevelopment of underperforming retail developments and other outmoded nonresidential uses</i></li> <li><i>Prioritize infill and redevelopment of underutilized land to accommodate new growth, increase amenities and connectivity in existing neighborhoods</i>  CONSISTENT WITH COUNTY'S 50 YEAR PLANNING POLICIES THAT FOCUS GROWTH INTO EXISTING CITIES AND DISCOURAGE SPRAWL.</li> <li><i>Identify ways to "right size" parking requirements and promote alternative parking strategies (e.g. shared parking or smart parking)</i></li> </ul> <p><b><i>Promote Diverse Housing Choices</i></b></p> <ul style="list-style-type: none"> <li><i>Preserve and rehabilitate affordable housing and prevent displacement</i></li> </ul>	

- Identify funding opportunities for new workforce and affordable housing development
- Create incentives and reduce regulatory barriers for building context sensitive accessory dwelling units to increase housing supply
- Provide support to local jurisdictions to streamline and lessen barriers to housing development that supports reduction of greenhouse gas emissions

***Support Implementation of Sustainability Policies***

- Pursue funding opportunities to support local sustainable development implementation projects that reduce greenhouse gas emissions
- *Support statewide legislation that reduces barriers to new construction and that incentivizes development near transit corridors and stations*

**PROJECT 2 EXPLAINS THE STATE AND REGIONAL HOUSING LEGISLATIVE INTENTS AND HOW THEY MANIFEST IN THE VENTURA COUNTY GEOGRAPHY AND PLANNING CONTEXT.**

- Support local jurisdictions in the establishment of Enhanced Infrastructure Financing Districts (EIFDs), Community Revitalization and Investment Authorities (CRIAs), or other tax increment or value capture tools to finance sustainable infrastructure and development projects, including parks and open space
- Work with local jurisdictions/communities to identify opportunities and assess barriers to implement sustainability strategies
- *Enhance partnerships with other planning organizations to promote resources and best practices in the SCAG region*

**CONSISTENT WITH COUNTY'S 50 YEARS PLANNING POLICIES TO FOCUS ON HQTA'S AND HQTC'S.**

- *Continue to support long range planning efforts by local jurisdictions*

**PROJECT 2 EXPLAINS HOW LOCAL PLANNING IN EACH VCOG JURISDICTION ALIGNS WITH THE VENTURA COUNTY PLANNING CONTEXT.**

- *Provide educational opportunities to local decisions makers and staff on new tools, best practices and policies related to implementing the Sustainable Communities Strategy*

**PROJECT 2 CREATES PUBLIC-FRIENDLY PRESENTATION MATERIALS FOR USE BY LOCAL DECISION MAKERS AND STAFF TO MOTIVATE DECISION MAKERS TO ADOPT**

**Objectives of the Housing Program Framework**

- Align resources with allocation methodology for the 6th Cycle of RHNA to support local jurisdictions in addressing identified housing needs
- *Advance Connect SoCal sustainable development goals including supporting local jurisdictions in promoting housing in priority growth areas to increase access to jobs and transit and reduce environmental impacts*

**DEMONSTRATES CONSISTENCY WITH COUNTY'S 50 YEARS PLANNING POLICIES TO FOCUS ON HQTA'S AND HQTC'S.**

- Maximize funding allocations by providing technical assistance and capacity building necessary to support local agencies in applying for and expending program resources
- Direct resources toward programs and activities that complement and increase the competitiveness of the SCAG region for other funding programs, including by increasing the number of jurisdiction that are designated by HCD as "pro-housing", as specified in AB 101, qualifying them to receive additional points in the scoring of program applications for

housing and infrastructure programs pursuant to guidelines adopted by HCD.

- Build longer term capacity at SCAG and in the region to address housing issues, including by:
  - Facilitating compliance with state housing law
  - Defining a sustainable role for SCAG that marries housing with transportation objectives
  - Strengthening regional/sub-regional partnerships, collaborations and funding Models
  - Establishing regional/subregional vision as basis for future funding

**Other objectives**

Other SCAG programs also include similar housing, land use, sustainability, and social equity objectives. In an effort to coordinate strategies and objectives, the Sustainable Communities Program (SCP), which will include a focus area for housing-related project grants in an upcoming call for projects, outlines several key goals, including:

- Provide needed planning resources to local jurisdictions for active transportation and multimodal planning efforts, sustainability, land use, and planning for affordable housing;
  - Promote, address and ensure health and equity in regional land use and transportation planning and to close the gap of racial injustice and better serve our communities of
- Encourage regional planning strategies to reduce motorized Vehicle Miles Traveled (VMT) and greenhouse gas (GHG) emissions, particularly in environmental justice communities where there is the highest need for air quality improvements;

Develop local plans that support the implementation of key strategies and goals outlined in Connect SoCal and the Sustainable Communities Strategy;

**Approved Program Metrics to be Documented in Quarterly and Annual Reports:**

*As determined in consultation with SCAG Project Manager*

1. Pages of content created and/or updated.
2. Updated sources and references.
3. Updated summary of use of Project content by jurisdiction

Regional Early Action Planning (REAP) Grant  
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Scope of Work Approval Form

2		Project Name Localized Content Documents for Documents, Presentations, and Public Information Programs					
Project/Activity Tasks							
Task and sub-tasks	Staff/Consultant/ Both	Estimated cost	Actual	Begin date	End date	Deliverable	
Task A COMPLETED	Both	\$6,682		11/1/2020	10/15/2021		
Total projected cost		\$6,682	\$6,682				

3	<b>Project Name</b> Regional Model Inclusionary Ordinance
<b>Brief Description of Project:</b> <b>PROJECT COMPLETED in MARCH 2022</b> Project 3 was completed in Feb 2022 and provided to city and county attorneys, city managers, and the VCOG Board. The 1Q 2022 remaining \$1,502 is re-allocated to Project 4.	
<b>Alignment with SCAG Connect SoCal regional priorities:</b> <i>As provided in initial approved application</i> If no comment is made, PROJECT 3 is considered consistent.	
<b>Priorities and Strategies in the Connect SoCal Plan</b> The adopted Connect SoCal Plan lists several priorities and strategies specifically relating to land use, housing, sustainability, and social equity: <ul style="list-style-type: none"> <li><i>Focus Growth Near Destinations &amp; Mobility Options</i> <ul style="list-style-type: none"> <li>• Emphasize land use patterns that facilitate multimodal access to work, educational and other destinations</li> <li>• Focus on a regional jobs/housing balance to reduce commute times and distances and expand job opportunities near transit and along center-focused main streets</li> <li>• Plan for growth near transit investments and support implementation of first/last mile strategies</li> <li>• Promote the redevelopment of underperforming retail developments and other outmoded nonresidential uses</li> <li>• Prioritize infill and redevelopment of underutilized land to accommodate new growth, increase amenities and connectivity in existing neighborhoods</li> <li>• Identify ways to “right size” parking requirements and promote alternative parking strategies (e.g. shared parking or smart parking)</li> </ul> </li> <li><i>Promote Diverse Housing Choices</i> <ul style="list-style-type: none"> <li>• Preserve and rehabilitate affordable housing and prevent displacement</li> <li>• Identify funding opportunities for new workforce and affordable housing development</li> </ul> </li> </ul> <p><b>AN INCLUSIONARY HOUSING IN-LIEU FEE PROGRAM WOULD GENERATE LOCAL FUNDS FOR AFFORDABLE HOUSING.</b></p> <ul style="list-style-type: none"> <li>• Create incentives and reduce regulatory barriers for building context sensitive accessory dwelling units to increase housing supply</li> <li>• Provide support to local jurisdictions to streamline and lessen barriers to housing development that supports reduction of greenhouse gas emissions</li> </ul> <li><i>Support Implementation of Sustainability Policies</i> <ul style="list-style-type: none"> <li>• Pursue funding opportunities to support local sustainable development implementation projects that reduce greenhouse gas emissions</li> <li>• Support statewide legislation that reduces barriers to new construction and that incentivizes development near transit corridors and stations</li> <li>• Support local jurisdictions in the establishment of Enhanced Infrastructure Financing Districts (EIFDs), Community Revitalization and Investment Authorities (CRIAs), or other tax increment or value capture tools to finance sustainable infrastructure and development projects, including parks and open space</li> <li>• Work with local jurisdictions/communities to identify opportunities and assess barriers to implement sustainability strategies</li> </ul> </li>	

- Enhance partnerships with other planning organizations to promote resources and best practices in the SCAG region

**THE MODEL INCLUSIONARY ORDINANCE WOULD BE BASED ON BEST-PRACTICES AND LESSONS LEARNED.**

- Continue to support long range planning efforts by local jurisdictions
- Provide educational opportunities to local decisions makers and staff on new tools, best practices and policies related to implementing the Sustainable Communities Strategy

#### Objectives of the Housing Program Framework

At the October 3, 2019 Regional Council meeting, concepts for a Housing Program Framework were included as part of the agenda. These objectives were developed based on preliminary discussions with policy members and stakeholders and are intended not only for REAP activities, but also to guide a broader SCAG Housing Program:

- Align resources with allocation methodology for the 6th Cycle of RHNA to support local jurisdictions in addressing identified housing needs
- Advance Connect SoCal sustainable development goals including supporting local jurisdictions in promoting housing in priority growth areas to increase access to jobs and transit and reduce environmental impacts
- Maximize funding allocations by providing technical assistance and capacity building necessary to support local agencies in applying for and expending program resources
- Direct resources toward programs and activities that complement and increase the competitiveness of the SCAG region for other funding programs, including by increasing the number of jurisdiction that are designated by HCD as “pro-housing”, as specified in AB 101, qualifying them to receive additional points in the scoring of program applications for housing and infrastructure programs pursuant to guidelines adopted by HCD.
- Build longer term capacity at SCAG and in the region to address housing issues, including by:
  - Facilitating compliance with state housing law
  - Defining a sustainable role for SCAG that marries housing with transportation objectives
  - Strengthening regional/sub-regional partnerships, collaborations and funding models
  - Establishing regional/subregional vision as basis for future funding

#### Other objectives

Other SCAG programs also include similar housing, land use, sustainability, and social equity objectives. In an effort to coordinate strategies and objectives, the Sustainable Communities Program (SCP), which will include a focus area for housing-related project grants in an upcoming call for projects, outlines several key goals, including:

- Provide needed planning resources to local jurisdictions for active transportation and multimodal planning efforts, sustainability, land use, and planning for affordable housing;
- Promote, address and ensure health and equity in regional land use and transportation planning and to close the gap of racial injustice and better serve our communities of color;
- Encourage regional planning strategies to reduce motorized Vehicle Miles Traveled (VMT) and greenhouse gas (GHG) emissions, particularly in environmental justice communities where there is the highest need for air quality improvements;





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- Develop local plans that support the implementation of key strategies and goals outlined in Connect SoCal and the Sustainable Communities Strategy;

**Approved Program Metrics to be Documented in Quarterly and Annual Reports:**

*As determined in consultation with SCAG Project Manager*

1. List of source documents reviewed (ordinances, court cases, articles, etc)
2. Updated summary of use of Project content by jurisdiction
3. Updated summary of comments received on Draft Ordinance
4. List of jurisdictions formally proposing adoption
5. List of jurisdictions adopting an inclusionary ordinance
6. Updated estimate of number or affordable units potentially required.

3 Project Name Regional Model Inclusionary Ordinance							
Project/Activity Tasks							
Task and sub-tasks	Staff/Consultant/Both	Estimated cost	Actual	Begin date	End date	Deliverable	
TASK A COMPLETED 1Q 2022 balance of \$1,502 re-allocated to Project 4.	Both	\$27,998		11/1/2020	6/30/2023	Model inclusionary ordinance and Appendix.	
Total projected cost		\$27,998	\$27,998				

4	<b>Project Name</b> <b>Regional ADU Program (with OCCOG and GCCOG)</b>
<b>Brief Description of Project:</b>  <p>VCOG, in consultation with the VCOG Board and SCAG staff, initiated a joint ADU program in April 2022 with the selected consultant under contract with OCCOG. VCOG is contributing the remaining Project 3 funds and the 5% SCAG addition (\$21,600). This update re-allocates \$ \$11,416.50 from Project 1, Task C; \$2,818 from Project 2; and \$1,502 from Project 3 for a total of \$15,736.50 which is allocated to NEW TASK B for VCOG staff and consultant management and participation in the ADU project through June 2023.</p>	
<b>Alignment with SCAG Connect SoCal regional priorities:</b> <i>As provided in initial approved application</i> <p>Compliance with VMT is required for adoption of housing elements. If no comment is made, PROJECT 4 is considered consistent.</p> <p><u>Priorities and Strategies in the Connect SoCal Plan</u></p> <p>The adopted Connect SoCal Plan lists several priorities and strategies specifically relating to land use, housing, sustainability, and social equity:</p> <p style="padding-left: 40px;"><i>Focus Growth Near Destinations &amp; Mobility Options</i></p> <ul style="list-style-type: none"> <li>• Emphasize land use patterns that facilitate multimodal access to work, educational and other destinations</li> <li>• Focus on a regional jobs/housing balance to reduce commute times and distances and expand job opportunities near transit and along center-focused main streets</li> <li>• Plan for growth near transit investments and support implementation of first/last mile strategies</li> <li>• Promote the redevelopment of underperforming retail developments and other outmoded nonresidential uses</li> <li>• <i>Prioritize infill and redevelopment of underutilized land to accommodate new growth, increase amenities and connectivity in existing neighborhoods</i></li> </ul> <p><b>ADU'S ARE A FORM OF INFILL DEVELOPMENT WITHIN EXISTING NEIGHBORHOODS AND UTILIZING REAR YARD AREAS.</b></p> <ul style="list-style-type: none"> <li>• Identify ways to "right size" parking requirements and promote alternative parking strategies (e.g. shared parking or smart parking)</li> </ul> <p style="padding-left: 40px;"><i>Promote Diverse Housing Choices</i></p> <ul style="list-style-type: none"> <li>• Preserve and rehabilitate affordable housing and prevent displacement</li> <li>• <i>Identify funding opportunities for new workforce and affordable housing development</i></li> </ul> <p><b>ADU'S ARE AN AFFORDABLE OPTION FOR WORKFORCE HOUSING</b></p> <ul style="list-style-type: none"> <li>• <i>Create incentives and reduce regulatory barriers for building context sensitive accessory dwelling units to increase housing supply</i></li> </ul> <p><b>PROJECT 4 RESULTS IN TWO TYPES OF PRE-APPROVED ADU PLANS ELIGIBLE FOR FAST PERMITTING IN VCOG PARTICIPATING JURISDICTIONS.</b></p> <ul style="list-style-type: none"> <li>• Provide support to local jurisdictions to streamline and lessen barriers to housing development that supports reduction of greenhouse gas emissions</li> </ul> <p style="padding-left: 40px;"><i>Support Implementation of Sustainability Policies</i></p> <ul style="list-style-type: none"> <li>• Pursue funding opportunities to support local sustainable development implementation projects that</li> </ul>	

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- Provide needed planning resources to local jurisdictions for active transportation and multimodal

planning efforts, sustainability, land use, and planning for affordable housing;

- Promote, address and ensure health and equity in regional land use and transportation planning and to close the gap of racial injustice and better serve our communities of color;
- Encourage regional planning strategies to reduce motorized Vehicle Miles Traveled (VMT) and greenhouse gas (GHG) emissions, particularly in environmental justice communities where there is the highest need for air quality improvements;
- Develop local plans that support the implementation of key strategies and goals outlined in Connect SoCal and the Sustainable Communities Strategy;

**Approved Program Metrics to be Documented in Quarterly and Annual Reports:**

*As determined in consultation with SCAG Project Manager*

To be Determined as part of a regional program.



Regional Early Action Planning (REAP) Grant  
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4	Project Name Regional ADU Program for Pre-Fabricated and Garage Conversion ADUs						
Project/Activity Tasks							
Task and sub-tasks	Staff/Consultant/Both	Estimated cost	Phase 1 or 2	Begin date	End date	Deliverable	
	Pooled Program	\$72,100 (includes SCAG 5% augment of \$21,600)		7/1/2021	6/20/2023	See OCCOG	
NEW TASK A  VCOG management and participation.	Both	\$15,736		3/1/2022	6/30/2023	See OCCOG	
Total projected cost		\$87,836					

5	<b>Project Name Regional CEQA Streamlining Vehicle Miles Traveled (VMT) Adaptive Management and Mitigation Program</b>
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**Brief Description of Project:**

TASK BUDGETS REVISED TO BETTER MATCH CONSULTANTS SCOPE AND TASKS

Project 5 is in partnership with the Ventura County Transportation Commission (VCTC) and will develop and adopt a "CEQA environmental certification streamlining activity" consistent with SCAG REAP Guidelines 3.c (Page 5). Project 5 is intended to streamline CEQA approvals for the initial adoption of 2021-2029 Housing Elements by VCOG jurisdictions, followed by implementing general and specific plan amendments; re-zonings; zoning code and development standards updates; formation of EIFD, CRIA, AHA, IFRD, and/or NIFTI districts;<sup>1</sup> and individual housing projects of all affordability levels (if not otherwise CEQA exempt). The VCTC VMT mitigation program would be periodically reviewed and updated by VCTC and continue to be available for the subsequent implementation of Housing Element programs and related actions after HCD certifications in early 2022. The final Project 5 deliverable would be a VCTC-adopted regional VMT-reduction optional adaptive management mitigation program for use by any CEQA lead agency to reduce a VMT significant impact to less than significant by choosing VMT-measurable mitigations from the VCTC list. VCOG jurisdictions (and other CEQA lead agencies) would set their own VMT thresholds of significance and may use other VMT mitigations in addition to, or instead of, Project 5.

Project 5 would be similar to and informed by the City of Los Angeles Department of Transportation (LA DOT) Vehicle Miles Travelled (VMT) mitigation program, but with a particular focus on ways to enable housing production in harmony with the unique geographic, economic, and planning context of Ventura County where several cities are relatively distant from major job centers because of State-policy-protected agricultural "greenbelts" and mountain ranges (see REAP Project 2).

**SB743 and 2021-2029 Housing Elements**

Project 5 will be developed as quickly as feasible in early 2021 in conjunction with preparation of 2021-2029 Housing Elements (6<sup>th</sup> Housing Cycle). VCOG jurisdictions are looking to one another and to regional partners for direction and templates to comply with SB 743 to properly mitigate significant adverse VMT impacts with legally-adequate VMT-reduction projects and/or programs. SB 743 is intended to balance the needs of congestion management with statewide goals related to infill development, promotion of public health through active transportation, maintenance of agricultural on prime farmland, and reduction of greenhouse gas (GHG) emissions. Traffic congestion and vehicle delay can no longer be considered a significant impact on the environment within CEQA transportation analysis, shifting away from using Level of Service (LOS) to measure transportation impacts, to using VMT as a measure of significance. Using VMT to measure the impact of development projects, including housing, changes the way that such impacts are measured and mitigated, and many jurisdictions around the state (including the 11 VCOG jurisdictions) are working to update their respective CEQA guidelines and adopt project-level and cumulative VMT thresholds of significance.

<sup>1</sup> EIFD (Enhanced Infrastructure Financing District), CRIA (Community Revitalization and Investment Authority), AHA (Affordable Housing Authority), IFRD (Infrastructure and Financing Revitalization District), NIFTI (Neighborhood Infill Finance and Transit Improvement District)

Housing development needs supportive community uses. There are other agencies and special districts in Ventura County, such as school and park districts, that could also utilize Project 5 for their respective projects, such as a new school, that require CEQA review. In addition to model updates and outputs to support VMT analysis, planning and transportation practitioners have expressed substantial interest to identify opportunities for collaboration, including regional VMT mitigation strategies. VMT mitigation typically involves modifying a development project to reduce its VMT generation or impacts during the CEQA review process. Once a jurisdiction has determined a potentially significant transportation impact, as measured by VMT, the jurisdiction can select from a pre-selected suite of VMT-reducing projects (mitigation exchange), which includes a fund that supports regional-scale efforts to reduce VMT (mitigation bank). One or more of these measures can be incorporated into the project design or as a condition of approval to reduce vehicle use and encourage sustainable modes of transportation, such as active transportation and transit use. Developing projects that do not exceed a jurisdiction's project or cumulative VMT significance threshold will likely be easier for some VCOG cities than it will be for others.

#### Ventura County Traffic Model

The Ventura County Traffic Model (VCTM) is an analytical tool for studying traffic patterns and traffic forecasting in Ventura County, developed and administered by the Ventura County Transportation Commission (VCTC). Results of the VCTM are based on known and predicted land uses and associated vehicle trip rates. The current version of the VCTM was developed in 2016-2017, based on 2012 land use assumptions, and aligns with the 2016 version of the Southern California Association of Governments (SCAG) Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS), with a planning horizon of 2040. VCTC's model must be consistent with the current RTP/SCS. VCTM currently calculates VMT, but it does not produce validated results for per capita or per employee calculations, which are required for analyzing CEQA project transportation impacts in accordance with implementing guidance for SB 743. With consultant support and participation from the County and Cities, VCTC is in the process of updating the VCTM to the most recent base year data (2016) consistent with the Connect SoCal 2020-2045 SCAG RTP/SCS and to develop automated model baseline VMT per capita and per employee outputs. The model updates will include both the modeled VMT averages by Traffic Analysis Zone (TAZ) and City, as well as a spreadsheet tool that serves as a simple VMT look-up tool, which will be made available to local agencies when completed in the November / December 2020 timeframe. VCTC has also taken steps to make the VCTM available to the 11 VCOG cities and Ventura County, and supporting consultants, through a model request process that protects the integrity of the VCTM.

#### Consideration of LA DOT and VC APCD Mitigation Programs

Project 5 will closely consider two regional CEQA mitigation programs. The LA DOT, with support from SCAG, is in the process of developing a technical and mitigation strategy to assist local jurisdictions in the SCAG region to implement VMT-based CEQA transportation impact analysis, including technical guidance, evaluation of options, and cooperative engagement, and project-based VMT mitigation strategies, such as transit system improvements, bicycle and pedestrian network enhancements, and transportation demand management (TDM) programs. The LA DOT program will evaluate various local and regional VMT mitigation options, including the development of VMT exchange, banking, or fee-based programs.



Project 5 will also consider the Ventura County Air Pollution Control District's (APCD) project and cumulative air quality impact mitigation measure, which is widely used to avoid the costs and delays of preparing an EIR in order to adopt an air quality impact overriding consideration for projects where the only significant impact is the APCD regional non-attainment of air quality standards. In a similar manner, Project 5 allows CEQA lead agencies to streamline a wide range of housing-production-related actions by incorporating VCTC-adopted transportation impact mitigations into the CEQA project description and/or as a condition of approval, therefore avoiding preparation of an EIR or MND and the resulting exposure to CEQA-related legal challenges, while supporting projects and strategies that reduce VMT and greenhouse gas emissions.

#### Consistency with SCAG Programs and Policies

Transportation impacts / VMT mitigation options developed through Project 5 will be fully consistent with the 2020 SCAG RTP/SCS and related policies. The adaptive aspect allows the CEQA lead agency to choose mitigations without fees or elements that may constrain development of housing. A VMT mitigation program was requested by senior staff of several VCOG cities and supported by several CEQA consultants who suggest that the mitigations be adapted from local or regional climate actions plans and active transportation plans, CAPCOA guidance, CEQA Guidelines, SB743, CARB 2017 VMT Scoping Plan, the Governor's Executive Order N-19-19, and similar programs, such as the Los Angeles DOT VMT program.

VCTC will also refer to existing plans and studies that identify projects and strategies that have a high potential to reduce VMT. Methodology used in the 101 Communities Connected multimodal corridor study identifies and evaluates existing planned projects based on their potential to reduce VMT and GHG emissions. Each VMT mitigation method will have established a legally defensible nexus to VMT reduction, per VMT mile.

#### Project 5 Timing, Deferred CEQA Mitigation?

The VMT Mitigation Program will likely not be completed by the time VCOG cities are circulating CEQA review of their respective 2021-2029 Housing Elements. By early 2021, VCTC will have completed development of the VMT baseline data by county, city, and Traffic Analysis Zone (TAZ), and developed a look-up tool for VMT per capita and per employee for different land use types. This baseline data will assist the jurisdictions to establish their own thresholds of significance, should they elect to use VCTM methodology and tools.

CEQA lead agencies may cite an under-development credible mitigation program under certain conditions. The essential rule for proper deferral of the specifics of mitigation was established in *Sacramento Old City Assoc. v. City Council of Sacramento* (1991) 229 Cal. App. 3d 1011. This case held that the lead agency must commit itself to mitigation by identifying and adopting one or more mitigation measures for the identified significant effect and the mitigation measure must also set out clear performance standards for what the future mitigation must achieve. Alternatively, the lead agency must provide a menu of feasible mitigation options from which the applicant or agency staffs can choose in order to achieve the stated performance standards. In the event Project 5 is not developed enough or formally adopted prior to the need to circulate Draft EIR's for 2021-2029 Housing Elements, VCOG jurisdictions may initially adopt their own VMT mitigations (with available guidance from VCOG and VCTC) and, later, substitute and/or add equivalent Project 5 mitigations.

### Tasks

The Project 5 RFP process was completed in May and June, 2021 and a team of consultants selected by VCTC led by Iteris, Inc. The consultant fee was higher than the initial Project 5 budget and \$94,100 was transferred to this project from Project 4.

TASK A consists of coordination and management by VCOG and VCTC executive and staff; completion of documents, notices, and staff presentations for required VCOG and VCTC actions; presentations of periodic reports to the VCOG Board and the VCTC; completion by VCOG and VCTC staff of an initial review of VMT mitigation policies and programs; development of detailed TASKS B and C scopes of work; and preparation and administration of the consultant RFP process.

TASKS B and C are largely the work of the CEQA and VMT economist consultant team working closely with VCTC staff. The VCTC and consultant team would finalize TASKS B and C scopes of work, tasks, schedules, and deliverables; execute the tasks with periodic VCTC and VCOG oversight; and deliver a Draft VMT Adaptive Mitigation Program for VCTC, SCAG, peer, and public review. After a public and peer review period, consultants would prepare a response to comments and deliver the Final VMT Adaptive Mitigation Program for VCTC adoption. Once adopted, consultants would conduct a series of training sessions for CEQA lead agency staff and CEQA consultants.

### **Alignment with SCAG Connect SoCal regional priorities:**

*As provided in initial approved application*

Housing Elements must comply with SB 743, measuring significance of transportation impacts using Vehicle Miles Travelled (VMT). If no comment is made, PROJECT 5 is considered consistent.

### Priorities and Strategies in the Connect SoCal Plan

The adopted Connect SoCal Plan lists several priorities and strategies specifically relating to land use, housing, sustainability, and social equity:

#### *Focus Growth Near Destinations & Mobility Options*

- Emphasize land use patterns that facilitate multimodal access to work, educational and other destinations.

*PREPARATION AND ADOPTION OF LAND USE PLANS, REGULATIONS, AND RELATED PROGRAMS THAT FOCUS GROWTH NEAR DESTINATIONS WILL REQUIRE CEQA CERTIFICATION AND THE CEQA REVIEW MAY INDICATE THAT THE LEAD AGENCY'S VMT SIGNIFICANCE THRESHOLD WILL BE EXCEEDED. PROJECT 5 ALLOWS THE LEAD AGENCY TO STREAMLINE CEQA REVIEW BY INCORPORATING VMT MITIGATION MEASURES INTO A PROJECT DESCRIPTION AND/OR CONDITIONS OF APPROVAL.*

- Focus on a regional jobs/housing balance to reduce commute times and distances and expand job opportunities near transit and along center-focused main streets.
- Plan for growth near transit investments and support implementation of first/last mile strategies.
- Promote the redevelopment of underperforming retail developments and other outmoded

nonresidential uses.

*PREPARATION AND ADOPTION OF LAND USE PLANS, REZONINGS, AND RELATED PROGRAMS THAT PROMOTE REDEVELOPMENT OF OUTMODDED NONRESIDENTIAL AREAS WILL REQUIRE CEQA CERTIFICATION AND THE CEQA REVIEW MAY INDICATE THAT THE LEAD AGENCY'S VMT SIGNIFICANCE THRESHOLD WILL BE EXCEEDED. PROJECT 5 ALLOWS THE LEAD AGENCY TO STREAMLINE CEQA REVIEW BY INCORPORATING VMT MITIGATION MEASURES INTO A PROJECT DESCRIPTION AND/OR CONDITIONS OF APPROVAL.*

- Prioritize infill and redevelopment of underutilized land to accommodate new growth, increase amenities and connectivity in existing neighborhoods.

*PREPARATION AND ADOPTION OF INFILL PRIORTIZATION PLANS, REZONINGS, AND CONNECTIVITY PROJECTS WILL REQUIRE CEQA CERTIFICATION AND THE CEQA REVIEW MAY INDICATE THAT THE LEAD AGENCY'S VMT SIGNIFICANCE THRESHOLD WILL BE EXCEEDED. PROJECT 5 ALLOWS THE LEAD AGENCY TO STREAMLINE CEQA REVIEW BY INCORPORATING VMT MITIGATION MEASURES INTO A PROJECT DESCRIPTION AND/OR CONDITIONS OF APPROVAL.*

- Identify ways to "right size" parking requirements and promote alternative parking strategies (e.g. shared parking or smart parking)

*Promote Diverse Housing Choices*

- Preserve and rehabilitate affordable housing and prevent displacement
- Identify funding opportunities for new workforce and affordable housing development.
- Create incentives and reduce regulatory barriers for building context sensitive accessory dwelling units to increase housing supply.

*PREPARATION AND ADOPTION OF INCENTIVES AND MODIFICATIONS OF REGULATIONS WILL REQUIRE CEQA CERTIFICATION AND THE CEQA REVIEW MAY INDICATE THAT THE LEAD AGENCY'S VMT SIGNIFICANCE THRESHOLD WILL BE EXCEEDED. PROJECT 5 ALLOWS THE LEAD AGENCY TO STREAMLINE CEQA REVIEW BY INCORPORATING VMT MITIGATION MEASURES INTO A PROJECT DESCRIPTION AND/OR CONDITIONS OF APPROVAL.*

- Provide support to local jurisdictions to streamline and lessen barriers to housing development that supports reduction of greenhouse gas emissions.

*PROJECT 5 SUPPORTS VCOG JURISDICTIONS BY PROVIDING A LEGALLY ADEQUATE OPTIONAL VMT MITIGATION PROGRAM THAT AVOIDS COSTS, TIME, AND LEGAL RISK ASSOCIATED WITH EIR AND/OR MND PREPARATION FOR HOUSING DEVELOPMENTS. ALL VCTC PROJECT 5 VMT MITIGATION OPTIONS WOULD SUPPORT REDUCTION OF GHG EMISSIONS AS VCTC POLICIES AND PROJECTS ARE CONSISTENT WITH THE SCAG RTP/SCS SOCIAL CONNECT PROGRAM.*

*Support Implementation of Sustainability Policies*

- Pursue funding opportunities to support local sustainable development implementation projects that reduce greenhouse gas emissions
- Support statewide legislation that reduces barriers to new construction and that incentivizes development near transit corridors and stations

- Support local jurisdictions in the establishment of Enhanced Infrastructure Financing Districts (EIFDs), Community Revitalization and Investment Authorities (CRIAs), or other tax increment or value capture tools to finance sustainable infrastructure and development projects, including parks and open space

*PROJECT 5 SUPPORTS VCOG JURISDICTIONS BY PROVIDING A LEGALLY ADEQUATE OPTIONAL VMT MITIGATION PROGRAM THAT AVOIDS COSTS, TIME, AND LEGAL RISK ASSOCIATED WITH EIR AND/OR MND PREPARATION FOR ADOPTION OF EIFD'S, CRIA'S, AND/OR OTHER FINANCING PROGRAMS.*

- Work with local jurisdictions/communities to identify opportunities and assess barriers to implement sustainability strategies

- Enhance partnerships with other planning organizations to promote resources and best practices in the SCAG region

*PROJECT 5 IS A PARTNERSHIP BETWEEN ALL LEAD AGENCIES IN VENTURA COUNTY AND THE VCTC THAT DEVELOPS A BEST-PRACTICES OPTIONAL APPROACH TO VMT MITIGATION IF A LEAD AGENCY CEQA PROJECT REVIEW INDICATES THAT THE PROJECT WILL EXCEED THE LEAD AGENCY'S VMT THRESHOLD OF SIGNIFICANCE.*

- Continue to support long range planning efforts by local jurisdictions
- Provide educational opportunities to local decisions makers and staff on new tools, best practices and policies related to implementing the Sustainable Communities Strategy

*PROJECT 5 WILL PROVIDE TRAINING TO LOCAL STAFF AND CEQA CONSULTANTS ON THE FINAL ADOPTED OPTIONAL APPROACH TO VMT MITIGATION BASED ON BEST PRACTICES.*

#### Objectives of the Housing Program Framework

At the October 3, 2019 Regional Council meeting, concepts for a Housing Program Framework were included as part of the agenda. These objectives were developed based on preliminary discussions with policy members and stakeholders and are intended not only for REAP activities, but also to guide a broader SCAG Housing Program:

- Align resources with allocation methodology for the 6th Cycle of RHNA to support local jurisdictions in addressing identified housing needs
- Advance Connect SoCal sustainable development goals including supporting local jurisdictions in promoting housing in priority growth areas to increase access to jobs and transit and reduce environmental impacts

*PROJECT 5 ADVANCES CONNECT SOCAL SUSTAINABLE DEVELOPMENT GOALS BY PROVIDING A LEGALLY ADEQUATE OPTIONAL VMT MITIGATION PROGRAM THAT AVOIDS COSTS AND TIME ASSOCIATED WITH EIR AND/OR MND PREPARATION (AND RELATED LEGAL EXPOSURE) FOR HOUSING DEVELOPMENTS IN PRIORITY GROWTH AREAS AND HIGH-QUALITY TRANSIT AREAS AND CORRIDORS. ALL VCTC PROJECT 5 VMT MITIGATION OPTIONS, BY DEFINITION, REDUCE ENVIRONMENTAL IMPACTS.*

- Maximize funding allocations by providing technical assistance and capacity building necessary to support local agencies in applying for and expending program resources
- Direct resources toward programs and activities that complement and increase the competitiveness of the SCAG region for other funding programs, including by increasing the number of jurisdiction that are designated by HCD as "pro-housing", as specified in AB 101, qualifying them to receive additional points in the scoring of program applications for housing and infrastructure programs pursuant to guidelines adopted by HCD.
- Build longer term capacity at SCAG and in the region to address housing issues, including by:
  - Facilitating compliance with state housing law
  - Defining a sustainable role for SCAG that marries housing with transportation objectives
  - Strengthening regional/sub-regional partnerships, collaborations and funding Models.

*PROJECT 5 IS A CEQA STREAMLINING PARTNERSHIP BETWEEN ALL SCAG JURISDICTIONS, OTHER LEAD AGENCIES, VCOG, AND THE VCTC.*

- Establishing regional/subregional vision as basis for future funding

Other objectives

Other SCAG programs also include similar housing, land use, sustainability, and social equity objectives. In an effort to coordinate strategies and objectives, the Sustainable Communities Program (SCP), which will include a focus area for housing-related project grants in an upcoming call for projects, outlines several key goals, including:

- Provide needed planning resources to local jurisdictions for active transportation and multimodal planning efforts, sustainability, land use, and planning for affordable housing;
- Promote, address and ensure health and equity in regional land use and transportation planning and to close the gap of racial injustice and better serve our communities of color;
- Encourage regional planning strategies to reduce motorized Vehicle Miles Traveled (VMT) and greenhouse gas (GHG) emissions, particularly in environmental justice communities where there is the highest need for air quality improvements;

*PROJECT 5 WILL IDENTIFY A RANGE OF VMT MITIGATIONS THAT COULD BE ROUTINELY APPLIED TO REDUCE GHG EMISSIONS IN EJ COMMUNITIES, SEPARATE FROM A CEQA PROCESS.*

- Develop local plans that support the implementation of key strategies and goals outlined in Connect SoCal and the Sustainable Communities Strategy;

*PREPARATION AND ADOPTION OF LOCAL PLANS THAT IMPLEMENT CONNECT SOCAL STRATEGIES AND GOALS WILL REQUIRE PROJECT-LEVEL CEQA CERTIFICATION AND THE CEQA REVIEW MAY INDICATE THAT THE LEAD AGENCY'S VMT SIGNIFICANCE THRESHOLD WILL BE EXCEEDED. PROJECT 5 ALLOWS THE LEAD AGENCY TO STREAMLINE CEQA REVIEW BY INCORPORATING VMT MITIGATION MEASURES INTO A PROJECT DESCRIPTION AND/OR CONDITIONS OF APPROVAL.*

**Approved Program Metrics to be Documented in Quarterly and Annual Reports:**

*As determined in consultation with SCAG Project Manager*

1. Updated VMT mitigation research (programs, articles, statutes, etc)
2. VMT mitigation program specifications (initial and updated)
3. Jurisdictions participating in VMT program reviews and providing comments
4. List of jurisdictions considering Project 5 program for CEQA reviews
5. List of jurisdictions adopting Project 5 program in their CEQA Guidelines
6. Updated number of uses of VMT mitigations in Housing Elements
7. Updated number of VMT mitigations in housing-related CEQA documents
8. Number of affordable and total housing units linked to use of VMT mitigations


Regional Early Action Planning (REAP) Grant  
Subregional Partnership Program  
Scope of Work Approval Form

5	Project Name	Regional CEQA Streamlining Vehicle Miles Traveled (VMT) Adaptive Management and Mitigation Program					
Project/Activity Tasks							
Task and sub-tasks	Staff/Consultant/Both	Estimated cost	Phase 1 or 2	Begin date	End date	Deliverable	
TASK A Joint VCOG and VCTC executive and staff coordination and management, authorizations and reports to VCOG Board and the VCTC, development of detailed task scopes, initial VMT mitigation programs research, and administer consultant RFP process.	Consultant	\$78,968		1/1/2021	6/0/2023	VCOG and VCTC staff reports and action record; Detailed scopes of work by Task; initial VCOG/VCTC staff research summary; RFP; notice list; responses to RFP; VCTC selection criteria; bidder's evaluations; and consultant selection.	
TASK B Retained CEQA and Transportation/Economics consultants, with finalized scope of work, tasks, schedule, and deliverables; completion of draft VMT Adaptive Mitigation Program for VCTC, SCAG, peer, and public review.	Consultant	\$182,758		1/14/2021	6/30/2023	Finalized consultant scope, tasks, schedule, and deliverables; draft VMT Program; VCTC, SCAG, and public comments.	
TASK C Retained consultants respond to comments, prepare final VMT Adaptive Mitigation Program for VCTC adoption, training for CEQA lead agency staff and CEQA consultants.	Consultant	\$11,964		1/14/2021	6/30/2023	Responses to comments, Final VMT Program, training materials, five training events.	
Total projected cost		\$273,690					



**ITEM 9A**

**MEMORANDUM**

**TO:** Council Members and Alternates  
**FROM:** Hugh R. Riley, Executive Director   
**SUBJECT:** Ventura County in the Drought – A Water Crises  
**DATE:** May 12, 2022

**Recommendation:**

Receive and Discuss Report From water suppliers and managers.

**SPEAKERS:**

- John Lindquist, Senior Hydrogeologist, United Water Conservation District
- Mike Flood, General Manager, Casitas Municipal Water District
- Dan Drugan- Manager of Resources, Calleguas Municipal Water District

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**Background:**

California and Ventura County's water situation is in dire trouble. The Metropolitan Water District of Southern California recently declared a "Drought Emergency" imposing new and drastic restrictions on outdoor watering. Our speakers, who manage Ventura County's water storage, treatment and delivery systems, will discuss the alarming facts about the water supply situation facing Ventura County.

**United Water Conservation District**

The United Water Conservation District manages, protects, conserves and enhances the water supply in central Ventura County. The District encompasses the fertile Santa

Clara River Valley and Oxnard Coastal Plain, a 214,000-acre area that typically receives from 12 to 20 inches of rainfall each year. The District maintains the water resources of the Santa Clara River, its tributaries and associated aquifers.

United is committed to conserving existing water supplies, securing new resources and managing water sources through groundwater replenishment and the construction and operation of efficient supply and delivery systems. It conserves runoff from all major tributaries of the Santa Clara River within the District, including Piru, Hopper, Sespe, and Santa Paula Creeks. Without these efforts, much of this water would simply flow out to sea. Through monitoring and innovative, responsible best practices, they are able to replenish area aquifers with nearly **100,000 acre-feet** of water in an average year – enough to provide close to 200,000 families with water for one year.

### **Casitas Municipal Water District**

The Casitas Municipal Water District supplies water to approximately 65,000 people in Western Ventura County and to hundreds of farms. The District boundaries encompass the City of Ojai, Upper Ojai, the Ventura River Valley area, the City of Ventura to Mills Road, and the Rincon and beach area to the ocean and Santa Barbara County line.

The District was formed in October of 1952. On March 1, 1956, the Ventura River project was authorized by Congress, which included the Robles Diversion facility on the Ventura River, the Robles Canal, and the Casitas Dam. The Casitas Dam was completed in November 1958. Lake Casitas holds 238,000 acre-feet of water when full.

In addition, the District operates the Lake Casitas Recreation Area, which has become a popular destination with over 750,000 visitors each year.

The ongoing mission of the Casitas Municipal Water District is to provide its service area with safe and reliable locally and regionally developed water and recreational opportunities in an environmentally and economically responsible manner.

### **Calleguas Municipal Water District**

Roughly three quarters of Ventura County residents use water purchased by their retail purveyors from Calleguas' distribution system. Some purveyors have wells and blend water from Calleguas with groundwater. Others rely exclusively on Calleguas. Calleguas does not deliver water directly to consumers.

The District's primary function is importing and distributing water from the Metropolitan Water District of Southern California, water that arrives via the State Water Project from northern California. To increase reliability, Calleguas can also pump water from its Las Posas Well Field.

### **Metropolitan Water District of Southern California**

The Metropolitan Water District of Southern California (Metropolitan) is a regional wholesaler that delivers water to 26 member public agencies in a service area of about 19 million people living in Los Angeles, Orange, Riverside, San Bernardino, San Diego and Ventura counties. The member agencies or their sub-agencies serve the residents and businesses of more than 300 cities and numerous unincorporated communities.

The district imports water from the Colorado River and Northern California to supplement local supplies, and help its member agencies develop increased water conservation, recycling, storage and other local resource programs. It supplies a 5,200-square-mile service area.

Metropolitan owns and operates an extensive range of facilities including the Colorado River Aqueduct, 15 hydroelectric plants, nine reservoirs, 830 miles of large-scale pipes, and five water treatment plants. Four of these treatment plants are among the largest plants in the nation. Metropolitan is the largest distributor of treated drinking water in the United States.