



**VENTURA COUNCIL  
OF GOVERNMENTS**

**AGENDA  
VENTURA COUNCIL OF GOVERNMENTS  
ADMINISTRATIVE COMMITTEE  
(ZOOM Conference Call)  
Thursday, June 19, 2025, 2:30 p.m.  
Join Zoom Meeting  
[bit.ly/45gUZva](https://bit.ly/45gUZva)**

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) and at the principal VCOG business office located at 1777 E. Los Angeles Ave. Ste. 105, Simi Valley, California by appointment [(805) 501-6182] during regular business hours, Monday through Friday, 9:00 a.m. to 4:00 p.m. The Public is invited and may attend this remote meeting using the Access Number provided above

**1. Call to Order – Roll Call**

**COMMITTEE MEMBER REMOTE LOCATIONS:**

Chris Enegren - 444 Zachary St # 120, Moorpark, CA 93021 (Business)  
David Tennesen – 601 Carmen Dr., Camarillo, CA, 93010 (City Hall)  
Elaine Litster – 2929 Alamo Street, Simi Valley, CA 93063 (City Hall)  
Carrie Broggie- 421 Edgewood Drive, Fillmore, 93015 (Residence)  
Laura Hernandez, 716 S. Madison Avenue, Pasadena, CA 91106 (Residence)

**2. Public Statements**

**3. Adoption of May 22, 2025 Committee Meeting Summary (*Attached*)**

**4 Executive Directors Report**

- a) REAP 2.0 Update (Chris)
- b) Broadband Standing Committee- First Meeting June 30
- c) Transition to New Executive Director- Progress
- d) Annual VCOG Dinner October 16, 2025- Moorpark at M on High

**5. Agenda Items for July 10 VCOG Council meeting**

- Auditors' Report on Internal Control Over Financial Reporting (*Attached*)
- Presentation by Patrick Maynard and Asst. Fire Chief on the role of cities in preventing and preparing for emergencies

**6. Future Agenda Items VCOG Council meeting**

- Visit from Naval Base Ventura Commander
- Regional Defense Partnership- Coastal Resilience Presentation
- Report from Ventura County Fire Chief and Fire Marshal on new Fire Hazard Severity Maps- Released March 10, 2025

**Adjournment- Next Admin Committee Meeting- July 17, 2025**



## **ITEM 3**

**VCOG ADMINISTRATIVE  
COMMITTEE  
May 22, 2025  
ZOOM CONFERENCE CALL  
Meeting Summary**

1. **Call to Order** - The meeting was called to order by Chair-Elect Tennessen at 2:35 PM. Members on Zoom Call: Members Broggie, Lister, and Hernandez
2. **Public Statements**- There were no public statements
3. **Meeting Summary for March 20, 2025** A motion was made by Broggie and seconded by Tennessen to approve the meeting summary for the March 20 Committee Meeting Summary. The motion was carried without opposition.
4. **Executive Director's Report-**
  - A. REAP 2.0 Update – David Pollock reported that Dr. Chris Williamson was in Ventura County this week and meetings had been held with the City of Camarillo, Simi Valley, and Moorpark to discuss existing and potential REAP-2 projects. A Prohousing Task 4 meeting was also held earlier that day with most of the cities represented. A number of cities indicated that they would like assistance establishing their Prohousing score.
  - B. Broadband Standing Committee- Organization & First Meeting - David Pollock reported that a first meeting would be held by the end of June.
  - C. Transition to New Executive Director- Progress David Pollock reported that the transition was going well and that Hugh Riley will continue to assist the transition through the end of June.
  - D. Annual VCOG Dinner October 16, 2025- Moorpark - David Pollock reported that the Mon High restaurant was available for the event and that the details were being negotiated.
5. **Agenda Topics to Consider for July 11, 2025 Council Meeting** – The committee discussed a potential visit from Naval Base Ventura Commander, a presentation from the Regional Defense Partnership (RDP-21) on Coastal Resilience, a report from Ventura County Fire Chief and Fire Marshal on new Fire Hazard Severity Maps, and other suggestions from

Council at the May 15 VCOG Council meeting. After some discussion, it was decided to ask the Director of the Office of Emergency Services Patrick Maynard and Fire Chief Dustin Gardner to provide a presentation on the role of cities and city councils in preparation for and during emergencies.

**Adjournment-** The Meeting concluded at 3:10 p.m. The next committee meeting will be June 19, 2025 at 2:30 p.m. VIA Zoom.

A handwritten signature in black ink, appearing to read 'D. Pollock', is written over a horizontal line.

David Pollock, Executive Director

June 19, 2025

Date

**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL  
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN  
AUDIT OF FINANCIAL STATEMENTS PERFORMED IN  
ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

Board of Directors  
Ventura Council of Governments  
Moorpark, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the basic financial statements of the Ventura Council of Governments (the Council), as of and for the fiscal year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the Council's basic financial statements, and have issued our report thereon dated March 11, 2025.

**Internal Control Over Financial Reporting**

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

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

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

**Compliance and Other Matters**

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

**Purpose of this Report**

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

*Moss, Levy & Hartzheim LLP*

Santa Maria, California  
March 11, 2025