ORANGE COUNTY
COUNCIL OF GOVERNMENTS
Technical Advisory Committee

Meeting Date / Location

Tuesday, January 5, 2021
9:30 A.M. – 12:00 P.M.

Microsoft Teams Link:
https://teams.microsoft.com/l/meetup-join/19%3ameeting_NmY4N2FmNTQtODk4MC00ZGIzLWEyYzItNjU2ODZmMDNiMmI2%40thread.v2/0?context=%7b%22Tid%22%3a%2247feb367-af81-4519-94d7-caab1dfa1872%22%2c%22Oid%22%3a%22a2e04a02-2df2-4f7f-8724-377325b47e13%22%7d

Or call in (audio only)
+1 949-522-6403,,650103999#   United States, Irvine
Phone Conference ID: 650 103 999#

Agenda Item	Staff	Page
INTRODUCTIONS	(Chair Nate Farnsworth, City of Yorba Linda)	
PUBLIC COMMENTS	(Chair Farnsworth)	

The agenda descriptions are intended to give members of the public a general summary of items of business to be transacted or discussed. The posting of the recommended actions does not include what action will be taken. The Technical Advisory Committee may take any action which it deems appropriate on the agenda item and is not limited in any way by the notice of the recommended action.

> At this time members of the public may address the TAC regarding any items within the subject matter jurisdiction, which are not separately listed on this agenda. Members of the public will have an opportunity to speak on agendized items at the time the item is called for discussion. NO action may be taken on items not listed on the agenda unless authorized by law. Comments shall be limited to three minutes per person and an overall time limit of twenty minutes for the Public Comments portion of the agenda.
>
> Any person wishing to address the TAC on any matter, whether or not it appears on this agenda, is requested to complete a "Request to Speak" form available at the door. The completed form is to be submitted to the TAC Chair prior to an individual being heard. Whenever possible, lengthy testimony should be presented to the TAC in writing and only pertinent points presented orally. A speaker's comments shall be limited to three minutes.

ADMINISTRATION

1.	**OCCOG TAC Meeting Minutes** • Draft OCCOG TAC minutes for the December 1, 2020 meeting *Recommended Action:* Approve OCCOG TAC minutes for the December 1, 2020 meeting, as presented or amended	(Chair Farnsworth)	**TAC 3**

Agenda Item	Staff	Page

PRESENTATIONS, DISCUSSION AND ACTION ITEMS, REPORTS

2. **Center of Demographic and Research Update**
   - Employment Data Survey for 2022 Orange County Projections & 2024 SCAG RTP/SCS
   - July 1- December 31, 2020 Housing Inventory System (HIS) Data Collection
   - 2020 Census Data & Geographies Expected Timeline

   (Ms. Deborah Diep, Center for Demographic Research) 20 Minutes   **TAC 8**

   Recommended Action: Receive report. Discussion.

3. **RHNA Update**

   (Chair Farnsworth) 15 minutes   **TAC 10**

   Recommended Action: Receive report. Discussion.

4. **HCD Technical Assistance Team**

   (Sohab Mehmood, HCD) 15 minutes   **TAC 13**

   Recommended Action: Receive report. Discussion

REPORT FROM THE OCCOG EXECUTIVE DIRECTOR

MATTERS FROM OCCOG TAC MEMBERS

ANNOUNCEMENTS FROM NON-MEMBERS

ITEMS FOR NEXT MEETING

IMPORTANT DATES OR UPCOMING EVENTS

- January 11, 2021 – Orange County RHNA appeals hearing

Adjourn to: **FEBRUARY 2, 2021**
LOCATION: TBD

Draft Action Minutes
Meeting of January 5, 2021

The Orange County Council of Governments Technical Advisory Committee (OCCOG TAC) meeting of December 1, 2020, was called to order at 9:30 am by Chair Nate Farnsworth, City of Yorba Linda. The meeting was held through video and telephone conferencing.

PUBLIC COMMENT:

Mr. Jonathan Hughes, SCAG, announced a SCAG Tool Toolbox Training on the Housing Element Parcel Tool on December 8, 2020.

ADMINISTRATION

1. OCCOG TAC Meeting Minutes

The OCCOG meeting minutes of November 3, 2020 were unanimously approved by the TAC as moved by Vice Chair Equina, City of Irvine, and a second by an OCCOG TAC member.

2. OCCOG TAC Administration – Appointment of Chair and Vice Chair

Nominations were held for the 2021 OCCOG TAC Chair and Vice Chair. Mr. Justin Equina, City of Irvine, nominated Mr. Nate Farnsworth, City of Yorba Linda, as Chair. The nomination was seconded by Ms. Jennifer Savage, City of San Clemente. The vote was unanimous by the OCCOG TAC members. Chair Farnsworth nominated Justin Equina for Vice Chair, which was seconded by Ms. Jennifer Savage. The vote was also unanimous by the OCCOC TAC members.

3. OCCOG TAC Meeting Schedule – Calendar Year 2021

Chair Farnsworth presented the 2021 OCCOG TAC meeting schedule and location. The meetings will take place virtually on the first Tuesday of each month. Ms. Jennifer Savage noted a scriveners error at the end of the page. The text should read: "Adopted by the Orange County of Council of Governments Technical Advisory Committee December 1, ~~2021~~ 2020."

PRESENTATIONS, DISCUSSION AND ACTION ITEMS, REPORTS

4. Center of Demographic and Research Update.

Ms. Deborah Diep, Executive Director of Center of Demographic Research, gave an update on the HIS, 2020 Census data and expected timelines, and Employment Data for 2022 OCP & 2024 RTP/SCS.

Housing Inventory System (HIS) Data Collection

July 1- December 31, 2020 housing construction and demolition data is due to CDR onFriday, January 22, 2021.

The following cities have not provided the January 1 – June 30, 2020 housing constructionand demolition data: Cypress, Fullterton, Laguna Beach, Seal Beach, Villa Park, and Westminster.

HIS submission forms were updated in 2020 to include additional sample entries, clarifications in the instructions, and an updated HIS unit flow chart to better explain how to record unit activity when attached ADUs are involved. This is similar to DOF's new housing survey flow chart DOF, but is tailored to CDR's 4 ADU types. An additional optional column was added "Building Permit Date Issued" to assist in compiling HIS, DOF and HCD APR data.

Please submit data to CDR using the new 2020 HIS form located at http://www.fullerton.edu/cdr/HISform.xls . Revisions to prior years may use either the new or old form. Please verify that the same data reported to CDR is also provided to DOF in their annual Housing Unit Change Survey. For HIS questions, please contact Tania Torres at 657-278-3417 or tatorres@fullerton.edu.

2020 Census Data & Geographies Expected Timeline
https://2020census.gov/en/news-events/operational-adjustments-covid-19.html?

Process Redistricting Data: Census Bureau experts run and review programs to populate any missing demographic data for each household, run differential privacy programs to ensure confidentiality and run tabulation programs for each state delivery. The statutory deadline to provide redistricting data is March 31, 2021.

Employment Data for 2022 Orange County Projections & 2024 SCAG RTP/SCS

SCAG has determined the base year for their 2024 Regional Transportation Plan/SustainableCommunities Strategy will be 2019. Since the COVID-19 pandemic and its associated economic shutdown has created abnormal circumstances in 2020, SCAG will use 2019, the last year of available data as the base year, because a complete year of available data is needed and it should reflect "normal" circumstances to calibrate the transportation models. 2019 will also be the base year for the 2022 Orange County Projections.

The standard update process for OCP employment data is to establish the base year and then CDR completes both a phone survey of employers with 100 or more employees on site to verify employee numbers and a survey of all government employers for the number of employees by site. CDR was expecting to do both of these efforts in summer 2020, which was the anticipated base year for the next OCP & RTP/SCS. With the economic shutdown due to the COVID-19 pandemic and the base year in question, CDR was not able to undertake the survey of employers with 100+ employees or the government survey in summer 2020.

Action: Received Report. Discussion.

5. Q&A with the State Department of Housing and Community Development

Mr. Paul McDougall, HCD, held a Q&A for the OCCOG TAC members on housing-related topics. Topics included: Regional Population Forecast and Regional Projections, Housing Element deadline, ADU's, HE Technical Assistance, and more. The HCD Q&A session was recorded and is available at the link below:

https://yorbalinda.zoom.us/rec/play/1uEMCEHayHXQA6f4DC2Wj9MY68TpmB3SmEZuyX0s vxeoLJUkgzjoj8XT1TGuuH8BqrscZgcIKfatQ6AO.YImQmd3FvVt-rHb

Action: Received Report. Discussion.

6. Call for Applications for the 2020 Sustainable Communities Program (SCP) – Housing and Sustainable Development (HSD)

Chair Farnsworth announced the SCAG Call for Applications for the 2020 Sustainable Communities Program (SCP) – Housing and Sustainable Development (HSD). The Sustainable Communities Program HSD Program will provide resources to cities and counties for housing production planning implementing the Regional Housing Need Allocation (RHNA) and further implementation of the Sustainable Communities Strategy (SCS).

Applications for planning resources may be submitted for one of three project types:

1. Advancing Accessory Dwelling Unit (ADU) Implementation

2. Housing Sustainability Districts, Workforce Housing Opportunity Zones, and HousingSupportive Tax Increment Financing Districts

3. Objective Development Standards for Streamlined Housing, Prohousing Designation Programand Parking Innovation.

The Call for Applications Deadline is January 15, 2021.

7. RHNA Update

Chair Farnsworth updated the OCCOG TAC members on the RHNA appeals. On December 7, 2020, SCAG will hold an orientation meeting for the RHNA Appeals Board, which will also be open to the public. The first RHNA appeals hearing session will be held on December 21, 2020, from 9:00 a.m. –3:00 p.m. and will address appeals from jurisdictions within San Bernardino (Barstow, Chino,and Chino Hills), Riverside (Hemet and Riverside County) and Imperial (Calipatria) counties.

At the November 5, 2020, Regional Council Meeting, SCAG President Rex Richardson reported that the Litigation Study Team had reconvened on November 2, 2020. The consensus of the

group was to not pursue litigation against HCD for its failure to follow state housing law when calculating the regional determination of 1.34 million housing units for the SCAG region. Wendy Bucknum (Mission Viejo) and Trevor O'Neil (Anaheim) requested that the Regional Council agendize this as a closed session discussion before the entire Regional Council and determine any appropriate course of action. Over the past month, jurisdictions across the region have been sending in letters to President Richardson expressing their support for this discussion. The earliest this discussion would likely happen would be in January 2021.

Action: Received Report. Discussion.

REPORT FROM CHAIR/VICE CHAIR

There was no additional report from the Chair or Vice Chair.

REPORT FROM THE EXECUTIVE DIRECTOR

There were no items to report from the Executive Director.

MATTERS FROM OCCOG TAC MEMBERS

There were no items to report from OCCOG TAC Members.

ANNOUNCEMENTS FROM OCCOG TAC NON-MEMBERS

There were no items to report from OCCOG TAC Non-Members.

ITEMS FOR NEXT MEETING

There were no items from the OCCOG TAC members.

IMPORTANT DATES OR UPCOMING EVENTS

RHNA Appeals for San Bernardino, Riverside, and Imperial County begin on December 21, 2020.

ADJOURNMENT

The meeting was adjourned by Chair Farnsworth until Tuesday, January 5, 2021 via video and teleconferencing.

Submitted by:

_____
Justin Equina, City of Irvine
OCCOG TAC Vice Chair

ATTENDANCE:
Arlen Beck, City of Placentia
Ashley Brodkin, City of Orange
Belinda Deines, City of Dana Point
Ben Zdeba, City of Newport Beach
Brian James, City of Fountain Valley
Chad Ortlieb, City of Orange
Charles Guiam, City of Anaheim
Cheryl Kuta, City of Rancho Santa Margarita
Deborah Diep, CDR/CSUF
Erica H. Demkowicz, City of Tustin
Jaime Murillo, City of Newport Beach
Jay Wuu, City of Laguna Hills
Jennifer Savage, City of San Clemente
Jonathan Hughes, SCAG
Justin Arios, City of Costa Mesa
Justin Equina, City of Irvine
Laura Stokes, City of San Juan Capistrano
Linda Tang, City of Brea
Melanie McCann, City of Santa Ana
Monica Martin, City of Brea
Nate Farnsworth, City of Yorba Linda
Ricardo Soto, City of Santa Ana
Ron Santos, City of Lake Forest
Rose Rivera, City of Aliso Viejo
Roy Ramsland, City of La Habra
Ruby Zaman, CDR/CSUF
Steven Giang, Orange County Public Works/Planning
Virginia Gomez - TCA
Warren Whiteaker, OCTA
Wendy Starks, City of Rancho Santa Margarita

Item 2:   **Center for Demographic Research (CDR) Updates**
Recommended Action: Receive reports.

___

Reports

___

1. **Government Employment Data Survey for 2022 Orange County Projections & 2024 SCAG RTP/SCS**
   SCAG has determined the base year for their 2024 Regional Transportation Plan/Sustainable Communities Strategy will be 2019. Since the COVID-19 pandemic and its associated economic shutdown has created abnormal circumstances in 2020, SCAG will use 2019, the last year of available data as the base year, because a complete year of available data is needed and it should reflect "normal" circumstances to calibrate the transportation models. 2019 will also be the base year for the 2022 Orange County Projections.

   The standard update process for OCP employment data is to establish the base year and then CDR completes both a phone survey of employers with 100 or more employees on site to verify employee numbers and a survey of all government employers for the number of employees by site. CDR was expecting to do both of these efforts in summer 2020, which was the anticipated base year for the next OCP & RTP/SCS. With the economic shutdown due to the COVID-19 pandemic and the base year in question, CDR was not able to undertake the survey of employers with 100+ employees or the government survey in summer 2020.

   Now that SCAG has determined 2019 to be the base year, CDR is planning to do the government survey in January 2021 with data due back to CDR in mid-February 2021. This effort will include reaching out to all 35 Orange County jurisdictions to obtain 2019 employee numbers and information on the most recent number of employees (approximately end 2020 or current 2021 data). 2019 data would be incorporated into the base year data and the 2021 data would help to inform the projections data for the year 2025 and moving forward.

   Below is the cover email request for jurisdiction employment data:

   > SUBJECT: CDR's 2022 Orange County Projections- Yorba Linda City Employment

   > In order to obtain a more accurate picture of employment in Orange County, the Center for Demographic Research (CDR) is in the process of updating its employment database for government agencies. The attached database is an inventory of your jurisdiction's employees for your review and correction. This information will be combined with a separate employer database for Orange County. The employer database will then be used to develop the next Orange County Projections (OCP-2022). These estimates will be used by multiple public agencies as inputs into efforts, such as Orange County's official growth forecast for SCAG's next iteration of the RTP/SCS, the demand for trips on roads and freeways, the demand for water and sewer, and the location of services, such as fire stations.

We ask that you please update the total number of employees (full time, part time, contract, and temporary) by site in the attached Excel file and return it to CDR by Wednesday, February 10, 2021. If there are additional off-site locations, please add them to the spreadsheet. The goal is to have a total jurisdiction employee count by address for each jurisdiction's employment site location. We would like the employee count for July 1, 2019, or as close to that date as possible, in order to develop the 2019 base year data for OCP-2022. In addition, we are also collecting current employment information for January 1, 2021, in order to feed into the projections and see if there has been any impact from the COVID-19 pandemic and associated shutdowns.

The attached file also includes the 2012 & 2016 government employment numbers your city submitted previously for reference and a Notes worksheet that includes additional detailed information. If you aren't the best person to provide this information, please forward this message to the appropriate person who can help obtain this information.

We would greatly appreciate it if you would <u>provide CDR the following information by Wednesday, February 10, 2021</u>:

> 1. July 1, 2019 number of city employees by location (or as close to that date as possible)
> 2. January 1, 2021 number of city employees by location (or as close to that date as possible)

2. **July 1- December 31, 2020 Housing Inventory System (HIS) Data Collection**
    July 1- December 31, 2020 housing construction and demolition data is due to CDR by Friday, January 22, 2021.

    The following cities have not provided the January 1 – June 30, 2020 housing construction and demolition data:

    - Fullerton
    - Laguna Niguel
    - Santa Ana
    - Seal Beach
    - Villa Park
    - Westminster

    HIS submission forms were updated in 2020 to include additional sample entries, clarifications in the instructions, and an updated HIS unit flow chart to better explain how to record unit activity when attached ADUs are involved. This is similar to DOF's new housing survey flow chart DOF, but is tailored to CDR's 4 ADU types. An additional optional column was added "Building Permit Date Issued" to assist in compiling HIS, DOF and HCD APR data.

    Please submit data to CDR using the 2020 HIS form located at http://www.fullerton.edu/cdr/HISform.xls . Revisions to prior years may use either the new or old form. Please verify that the same data reported to CDR is also provided to DOF in

their annual Housing Unit Change Survey. For HIS questions, please contact Tania Torres at 657-278-3417 or tatorres@fullerton.edu.

3. **2020 Census Data & Geographies Expected Timeline**
https://2020census.gov/en/news-events/operational-adjustments-covid-19.html?

Process Redistricting Data: Census Bureau experts run and review programs to populate any missing demographic data for each household, run differential privacy programs to ensure confidentiality and run tabulation programs for each state delivery. The statutory deadline to provide redistricting data is March 31, 2021.

https://www.census.gov/geographies/mapping-files/time-series/geo/tiger-line-file.html
Geographic support products available for public use will be released state by state, expected between January 22, 2021 and February 28, 2021.

_____

Contact:	Ms. Deborah Diep, Director, Center for Demographic Research 657/278-4596 ddiep@fullerton.edu
Employment data:	Ms. Ruby Zaman, Assistant Director, CDR 657/278-4709 ruzaman@fullerton.edu
For GIS:	Mr. Ian Boles, GIS Analyst, CDR 657/278-4670 iboles@fullerton.edu
For HIS:	Ms. Tania Torres, Demographic Analyst, CDR 657/278-3417 tatorres@fullerton.edu

Item 3:	RHNA
Recommended Action:	Receive reports.

Reports

The RHNA appeals public hearing schedule has been revised to cancel the Decembe 21 and January 4 meetings. The RHNA appeals schedule will now be conducted as follows with staff reports published one week in advance of the meetings:

Wednesday, January 6th, 2021

1. City of Barstow
2. City of Chino
3. City of Chino Hills
4. City of Fontana
5. City of Hemet
6. Unincorporated Riverside County
7. City of Calipatria

Friday, January 8th, 2021

8. City of South Gate
9. City of Bellflower
10. City of Downey
11. City of Pico Rivera
12. City of Lakewood
13. City of La Mirada
14. City of Huntington Park
15. City of Cerritos

Monday, January 11th, 2021

16. City of El Monte
17. City of San Dimas
18. City of Alhambra
19. City of Temple City
20. City of San Gabriel
21. City of South Pasadena
22. City of Pasadena
23. City of San Fernando

Wednesday, January 13th, 2021

24. City of Agoura Hills
25. City of Torrance
26. City of Gardena
27. City of Lawndale
28. City of Redondo Beach
29. City of Rancho Palos Verdes
30. City of Beverly Hills

Friday, January 15th, 2021

31. City of Santa Ana
32. City of Irvine
33. City of Newport Beach
34. City of Garden Grove
35. City of Yorba Linda

Tuesday, January 19th, 2021

36. City of Fullerton
37. City of Laguna Hills
38. City of Fountain Valley
39. City of Huntington Beach
40. City of La Palma
41. City of Rancho Santa Margarita
42. City of Tustin

Friday, January 22nd, 2021

43. County of Orange
44. City of Westminster
45. City of Costa Mesa
46. City of Laguna Beach
47. City of Los Alamitos
48. City of Mission Viejo

Item 4:   **HCD Technical Assistance Team**

Recommended Action: Receive reports.

Reports

The California Department of Housing and Community Development (HCD) is offering technical assistance to Orange County jurisdictions preparing their 6th Cycle Housing Elements (HE). HCD is proposing a technical assistance work plan similar to what they have done in other regions, which has been found to be very beneficial during the HE process.

The work plan includes -- point of contact, initial formation meetings, topic meetings and office hours, work plan revisit and adjustments, ongoing office hours, group discussions, and more.