ORANGE COUNTY
COUNCIL OF GOVERNMENTS
Technical Advisory Committee

Meeting Date / Location

Tuesday, December 5, 2023
9:30 A.M. – 12:00 P.M.

Meeting 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 Equina, City of Irvine)	
Note: Please enter your name and agency in the chat box		
PUBLIC COMMENTS	(Chair Equina)	

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 November 7, 2023 meeting	(Chair Equina)	TAC 4
	Recommended Action: Approve OCCOG TAC minutes for the November 7, 2023 meeting as presented or amended		

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PRESENTATIONS, DISCUSSION AND ACTION ITEMS, REPORTS

2. **CDR Updates**
   - CDR Housing Inventory System (HIS)
   - ADU Activity Report 2005-2022
   - Inventories of Business Licenses
   - Orange County Data Acquisition Partnership (OCDAP)

   (Director Diep, CDR) – 20 minutes   TAC 10

   Recommended Action: Receive report

3. **Department of Finance Housing Unit Survey (HUS)**

   (Director Diep, CDR) – 30 minutes   TAC 13

   Recommended Action: Receive report

4. **AB 965 (Broadband Permit Applications) Presentation**

   (Telecom Law Firm, P.C.) – 20 minutes

   Recommended Action: Receive report

5 **2024 Connect SoCal - Ad Hoc Review Committee**

   (Chair Equina/ Director Diep) –5 minutes

   Recommended Action: Receive report

6 **2024 TAC Meeting Calendar**

   (Chair Equina) – 5 minutes   TAC 14

   Recommended Action: Approve the 2024 TAC Meeting Calendar

7 **Executive Director Update**
   - REAP 2.0
   - MSRC Appointment

   (Executive Director Primmer) – 20 minutes

   Recommended Action: Receive report

REPORT FROM CHAIR/VICE CHAIR

MATTERS FROM OCCOG TAC MEMBERS

ANNOUNCEMENTS FROM NON-MEMBERS

ITEMS FOR NEXT MEETING

IMPORTANT DATES OR UPCOMING EVENTS

- December 4th – Connect SoCal 2024 Public Hearing from 4-6 pm
- December 5th – Connect SoCal 2024 Public Hearing from 2-4 pm
- December 8th – Connect SoCal 2024 Public Hearing from 10 am -12 pm
- December 14th – SCAG Technical Working Group from 10 am – 12 pm

REMINDERS: Please enter your name and agency in the chat box

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Adjourn to: **JANUARY 9, 2024**

Orange County Council of Governments

AGENDA ITEM # 1   Minutes of November 7, 2023

Draft Action Minutes

The Orange County Council of Governments Technical Advisory Committee (OCCOG TAC) meeting of November 7, 2023, was called to order at 9:30 am by Chair Justin Equina, City of Irvine. The meeting was held through video and telephone conferencing.

PUBLIC COMMENT:

There were no public comments.

ADMINISTRATION

1. **OCCOG TAC Meeting Minutes**

The OCCOG TAC meeting minutes of October 3, 2023 were unanimously approved by the TAC.

PRESENTATIONS, DISCUSSION AND ACTION ITEMS, REPORTS

2. **Center of Demographic and Research (CDR) Update**

CDR Director Deborah Diep provided updates on the following efforts:

Review of SCAG 2024 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS/Connect SoCal) Draft Growth Forecast

It was noted that SCAG has released the draft 2024 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS/Connect SoCal).

CDR has verified the 2019, 2035, and 2050 county- and city-level totals for housing and employment. The 2019 population numbers are within the 1% of OCP at the city level; this is due to rounding and SCAG incorporating revised DOF estimates after OCP was completed.

CDR will continue to review the draft documents and report to the TAC and ad hoc committees.

Inventories of Business Licenses

The TAC was reminded that CDR is beginning to update its employer database. Any jurisdiction that has an inventory of businesses within their jurisdiction or business license file are encouraged to provide the information for CDR to verify or incorporate into the employer file for the OCP-2026 base year estimates.

CDR Products

It was reported that the 2023 Orange County Progress Report is available with the first page of each city's data profile online here: https://www.fullerton.edu/cdr/demographics/

Additional reports and resources, including quarterly facts and figures and the annual Housing Activity Report, are available on CDR's website here: https://www.fullerton.edu/cdr/products/

Orange County Data Acquisition Partnership (OCDAP)

It was reported that work is already beginning on OCDAP Cycle 3; however, OCDAP Cycle 2 signups will continue through 2024. Information can be found here: https://www.fullerton.edu/cdr/OCDAP/OCDAP_Documents_Products.aspx

Cycle 3 fees will increase for all cities and could double because there will be no carry-over funding from Cycle 2.

Imagery and access to the online portal is being delivered to Active members. Current member status and more information can be found at: https://www.fullerton.edu/cdr/OCDAP/index.aspx

CDR Housing Inventory System (HIS)

It was noted that CDR Housing Inventory System (HIS) 2023 housing activity data will be due in mid-January 2024.

3. SCAG Meeting Update

Chair Equina provided an update on the following SCAG matters:

SoCal Greenprint

The third and final SoCal Greenprint TAC meeting took place on October 30. The link to the agenda packet for that meeting is here: https://scag.ca.gov/sites/main/files/file-attachments/gtac103023fullpacket.pdf?1698255242

At that meeting, the TAC discussed draft data standards to ensure information has been verified and endorsed by regulatory agencies and the importance of clear disclaimers. The deadline to provide comments is November 15, and the tool will be beta tested and finalized in summer 2024.

Regional Council and CEHD Meeting

It was reported that at SCAG's Regional Council meeting, the Draft Program EIR for Connect SoCal was approved for release.

4. 2024 Connect SoCal – Ad Hoc Review Committee

Chair Equina and CDR Director Diep indicated they are looking for volunteers representing a range of jurisdictions for the Connect SoCal ad hoc review committee. The Draft PEIR is expected to be released on November 9 and the comment period will close on January 12, 2024.

The ad hoc committee will meet several times in December and January. Volunteers will review specific documents and report out to the ad hoc committee suggested comments for OCCOG's comment letter. If interested, please reach out to Chair Equina at jequina@cityofirvine.org or CDR Director Diep at ddiep@fullerton.edu.

5.   2024 TAC Meeting Calendar Preview

Chair Equina presented the draft calendar for 2024 OCCOG TAC meetings and solicited feedback from members. The schedule is available here.

For questions or concerns, please reach out to Chair Equina at jequina@cityofirvine.org and Vice Chair Zdeba at bzdeba@newportbeachca.gov.

6.   ADU Amnesty

The ADU Amnesty Best Practices Guidebook was presented as final. The PDF is available for review and use here.

Jennifer Savage, City of Laguna Beach provided several questions and comments on the document. Executive Director Primmer indicated the project team will follow up with answers to her questions.

Ron Santos, City of Lake Forest inquired as to whether AB 2234 is on OCCOG's radar to help member jurisdictions – the bill that has several requirements and includes online permitting for post-entitlement permits).

For questions or feedback, please contact OCCOG Executive Director Marnie Primmer at marnie@occog.com.

REPORT FROM CHAIR/VICE CHAIR

Neither Chair Equina nor Vice Chair Zdeba had anything further to report.

THE EXECUTIVE DIRECTOR

Executive Director Primmer noted that OCCOG is taking the lead in applying for a grant from EPA to support brownfield development planning and implementation for member jurisdictions. A request for letters of commitment from coalition partners was made at the meeting.

Note that EPA's definition of brownfield is extremely broad and is as follows:

"Brownfields are real property, the expansion, redevelopment or reuse of which may be complicated by the presence of hazardous substance, pollutant or contaminant." Therefore, any building built before 1980 could qualify because it is likely to have asbestos and lead paint.

If received, the $1.5 million grant can be used to fund inventory, assessment, cleanup, planning, and reuse planning on publicly or privately owned sites.

Executive Director Primmer also announced that the eleventh and final housing policy video has been released and is available here: https://www.youtube.com/watch?v=pvmETlybbHI

MATTERS FROM OCCOG TAC MEMBERS

There were none.
ANNOUNCEMENTS FROM OCCOG TAC NON-MEMBERS

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

ITEMS FOR NEXT MEETING
There were none.

IMPORTANT DATES OR UPCOMING EVENTS
- SoCal Greenprint Comments due – November 15, 2023
- Technical Working Group – November 17, 2023, from 10 a.m. to 12 p.m.
- 2024 Annual Conference – March 28, 2024

ADJOURNMENT
The meeting was adjourned at 10:02 a.m. by Chair Equina until December 5, 2023, via video and teleconferencing.

 Submitted by:

Benjamin Zdeba, City of Newport Beach
OCCOG TAC Vice Chair

Orange County Council of Governments

Attendees:

Name	Agency
Afshin Atapour	Mission Viejo
Amanda Lauffer	Anaheim
Andrew Gonzales	Placentia
Angel Garfio	OCTA
Anthony Viera	Laguna Beach
Arlen Beck	Orange
Belinda Deines	Dana Point
Benjamin Zdeba	Newport Beach
Chris Chung	Garden Grove
Chris Schaefer	Fullerton
Daniel Kesicbasian	Laguna Niguel
Derek Bingham	Rancho Santa Margarita
Deborah Diep	CDR
Doug Feremenga	TCA
Eric Joseph	CP&A
Erin Gardner	Unidentified
Huong Ly	Garden Grove
Jay Wuu	Laguna Hills
Jennifer Savage	Laguna Beach
Jessica Newton	Brea
Joanna Cortez	Huntington Beach
Justin Arios	Costa Mesa
Justin Equina	Irvine
Katie Cawelti	CP&A
Kori Sanders	Cypress
Kristin Tso	OCTA
Lesley Whittaker	Placentia

Lisa Telles	Consultant
Marnie Primmer	OCCOG
Mike Killebrew	Dana Point
Rebecca Pennington	Unidentified
Robert Garcia	Orange
Ron Santos	Lake Forest
Rose Rivera	Aliso Viejo
Rubaiya Zuman	CDR
Scott Shelley	DOT
Siri Champion	Santa Ana
Sonya Lui	La Habra
Tiffany Lin	Irvine
Yuritzy Randle	County of Orange
Zach Rehm	San Clemente

STAFF REPORT
December 5, 2023

AGENDA ITEM # 2   Center for Demographic Research (CDR) Updates

STAFF RECOMMENDATION
Receive reports and discussion.

1. CDR Housing Inventory System (HIS)
The July-December 2023 HIS data is due on January 19, 2024. The email request for activity for the second half of 2023 will go out before Christmas.

Please submit data to CDR using the 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 Paul Lewis, CDR's Demographic Analyst at 657-278-3417 or palewis@fullerton.edu.

2. ADU Activity Report 2005-2022
CDR's new ADU activity report is now available online:

Direct link: https://www.fullerton.edu/cdr/products/ADU_2005_to_2022_report.pdf

All housing reports: https://www.fullerton.edu/cdr/products/housingactivityreports.aspx

3. Inventories of Business Licenses
In preparation for the next set of Orange County Projections, CDR is beginning to update its employer database. Any jurisdiction that has an inventory of businesses within their jurisdiction or business license file are encouraged to provide the following information if available for CDR to verify or incorporated into the employer file for the OCP-2026 base year estimates:
- employer/business name
- address
- industry and/or NAICS code (6-digit or 2-digit)
    - Agriculture & Mining
    - Construction
    - Manufacturing
    - Wholesale Trade
    - Retail Trade
    - Transportation, Warehousing and Utilities
    - Information
    - Financial Activity, Insurance & Real Estate
    - Professional and Business Services
    - Educational Services
    - Health Care & Social Assistance
    - Leisure and Hospitality
    - Other Services
    - Government less local education

- number of employees on site
- date business opened
- format: GIS database or XY coordinate

4. Orange County Data Acquisition Partnership (OCDAP)

OCDAP Cycle 2 signups will continue through June 2024; costs are not prorated. Instructions on how to sign up via the Cycle 2 Participation Agreement (PA) can be downloaded at http://www.fullerton.edu/cdr/OCDAP/OCDAP_Documents_Products.aspx. Email the electronically-signed PA PDF document to Marnie Primmer at marnie@occog.com.

Imagery and access to the online portal is being delivered to Active members; project lead/deliverables contact: Cameron Smith, County GIS Manager Cameron.Smith@ocpw.ocgov.com. Active= both signed PA and payment received by OCCOG. For documents, current member status, and more information, please visit the OCDAP website at http://www.fullerton.edu/cdr/OCDAP/index.aspx.

RFP preparation for Cycle 3's imagery capture in early summer 2024 is underway. Those interested in Cycle 3 (FY2024/25-2025/26) can contact Deborah Diep at ddiep@fullerton.edu. The cost structure for Cycle 3 is being discussed by the OCDAP Steering and Technical Advisory Committee (STAC), but will not be finalized until the RFP process is complete and pricing and interested/committed agencies are known. Note that Cycle 3 will not have a carryover from Cycle 2 that will enable costs for cities to be reduced by 50% like was the case from Cycle 1 to Cycle 2 (~$75,000). Thus, Cycle 3 fees will increase for all cities; for budget-planning purposes, cities should assume their fees will double.

Agency	Date Agency signed PA	Date PA Emailed back to Agency with OCCOG signature	Cycle 2	Date Paid	Cycle 2 Status	Cycle 3 Interest?
Aliso Viejo	9/22/2023	9/22/2023	$3,000.00	10/30/2023	Active	
Anaheim	10/26/2022	4/27/2023	$6,500.00	1/6/2023	Active	Yes
Brea	11/8/2022	4/27/2023	$3,000.00	12/15/2022	Active	
Buena Park	11/17/2022	11/17/2022	$3,000.00	12/19/2022	Active	
Costa Mesa			$3,000.00		Interested	
Fountain Valley			$3,000.00	11/23/2022	Pending PA	
Garden Grove		11/4/2022	$3,000.00	12/15/2022	Active	
Laguna Beach	4/4/2023	5/5/2023	$3,000.00	12/29/2022	Active	
Laguna Hills	11/16/2022	3/30/2023	$3,000.00	5/5/2023	Active	
Laguna Niguel	11/14/2022	1/5/2023	$3,000.00	12/15/2022	Active	Yes
La Habra			$3,000.00	12/7/2022	Pending PA	
Lake Forest	11/12/2022	12/1/2022	$3,000.00	1/15/2023	Active	
Los Alamitos			$3,000.00	12/15/2022	Pending PA	
Mission Viejo	6/13/2023	6/13/2023	$3,000.00	12/7/2022	Active	
Newport Beach	1/11/2023	2/1/2023	$3,000.00	12/19/2022	Active	Yes
Orange	8/30/2022	8/30/2022	$5,000.00	10/14/2022	Active	
Placentia	12/14/2022	12/15/2022	$3,000.00	paid	Active	
San Clemente	2/10/2023	2/10/2023	$3,000.00	12/7/2022	Active	
San Juan Capistrano	3/13/2023	3/13/2023	$3,000.00	12/7/2022	Active	

Agency	Date Agency signed PA	Date PA Emailed back to Agency with OCCOG signature	Cycle 2	Date Paid	Cycle 2 Status	Cycle 3 Interest?
Santa Ana	11/21/2022	11/30/2022	$6,500.00	12/7/2022	Active	
Tustin	4/4/2023	4/5/2023	$3,000.00	12/19/2022	Active	
Yorba Linda	11/18/2022	4/27/2023	$3,000.00	12/19/2022	Active	Yes
CSUF	8/24/2023	8/25/2023	$10,000.00	9/28/2023	Active	
MWDOC		11/16/2022	$53,000.00	1/15/2023	Active	Yes
OCCOG		MOU w/ County	$20,000.00	3/3/2023	Active	Yes
OCFA	10/27/2022	4/27/2023	$58,702.00	1/15/2023	Active	Yes
County of Orange	MOU w/ OCCOG		$20,000.00	paid	Active	Yes

STAFF CONTACTS

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 HIS: Mr. Paul Lewis, Demographic Analyst, CDR
                    657-278-3417   palewis@fullerton.edu

AGENDA ITEM # 3   Department of Finance Housing Unit Survey (HUS)

STAFF RECOMMENDATION

Receive reports and discussion.

The State Department of Finance (DOF) will attend the December 5, 2023 OCCOG TAC meeting to review and solicit feedback on their revised Housing Unit Survey (HUS) form. The password to the draft form will be provided during the meeting.
https://dof.ca.gov/forecasting/demographics/Estimates/#HUS

Each year DOF must collect housing unit change data from every city and county in California. These data form the basis for the housing estimates included in the Housing Unit Method used by DOF to produce annual population estimates for cities and counties. DOF is mandated to produce these population estimates by the Gann Initiative, passed in 1979 that is now part of the State constitution – Article XIIIB, and is chaptered in Section 2228 of the Revenue and Taxation code.

Note: DOF's Housing Unit Survey (HUS) collects aggregated, annual housing activity information by jurisdiction. Ideally, this information is summarized by the jurisdiction using the same data for the Center for Demographic Research's (CDR) Housing Inventory System (HIS), which is the address-level housing activity data by date final and housing unit type. https://www.fullerton.edu/cdr/dataservices/his.aspx

Link for the HUS: https://cadof.qualtrics.com/jfe/form/SV_0kU83WKdA8RionA

Password will be provided during meeting.
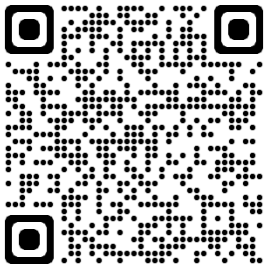
STAFF CONTACTS

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OCCOG

Orange County Council of Governments

AGENDA ITEM # 6   **2024 OCCOG TAC Meeting Schedule**

STAFF RECOMMENDATION

Receive report and approve the 2024 TAC Meeting Schedule.

2024 Meeting Schedule

(First Tuesday of each month)

9:30 a.m. to 12:00 p.m.

Tuesday, January 9, 2024 (Virtual Meeting)*

Tuesday, February 6, 2024 (Virtual Meeting)

Tuesday, March 5, 2024 (Virtual Meeting)

Tuesday, April 2, 2024 (Virtual Meeting)

Tuesday, May 7, 2024 (Virtual Meeting)

Tuesday, June 4, 2024 (Virtual Meeting)

Tuesday, July 2, 2024 (Virtual Meeting)

Tuesday, August 6, 2024 (Virtual Meeting)

Tuesday, September 10, 2024 (Virtual Meeting)*

Tuesday, October 1, 2024 (Virtual Meeting)

Tuesday, November 5, 2024 (Virtual Meeting)

Tuesday, December 3, 2024 (Virtual Meeting)

Second Tuesday of the month