



AGENDA

Orange County Council of Governments
Board of Directors Meeting

Orange County Council of Governments

August 27, 2020

As set forth in Orange County Council of Governments Bylaws and Joint Powers Agreement - the Orange County Council of Governments is a voluntary agency established to serve as a sub- regional organization to the Southern California Association of Governments representing Orange County on mandated and non-mandated regional planning activities, to provide a vehicle for Members to engage cooperatively on such activities, and to conduct studies and projects designed to improve and coordinate common governmental responsibilities and services on an area-wide and regional basis.

Pursuant to Executive Order N-29-20 issued on March 17, 2020 by Governor Gavin Newsom, which directs Californians to follow public health directives including canceling large gatherings, certain provisions of the Ralph M. Brown Act are suspended due to a State of Emergency in response to COVID-19. Consistent with the Executive Order, OCCOG Board meetings will be conducted by teleconference only. Those persons wishing to speak on any item included on the agenda, or on any matter within the subject matter jurisdiction of the OCCOG Board, are invited to submit electronic written comments to eileen@occog.com. If you do not have access to email, you may also call the Board Clerk at (949) 291-3455 before 10:00 a.m. on June 25, 2020 to submit your comments over the phone.

If you would like to participate and speak via the teleconference, please use the following URL:

<https://zoom.us/j/93745958235?pwd=TkZaRm5kM3ZHZk5pd0NmSTJvMDQzQT09>

Dial by your location: +1 669 900 6833

Meeting ID: 937 4595 8235

Password: 719904#

One tap mobile

+16699006833,,93745958235#,,,,,0#,,719904# US (San Jose)

In compliance with the Americans with Disabilities Act, if you require a reasonable accommodation to participate in this meeting, please contact the Board Clerk at (949) 291-3455 at least 48 hours prior to the advertised starting time of the meeting.

Any documents produced by the Board and distributed to a majority of the Board regarding any item on this agenda will be posted on the Board's website at <https://www.occog.com/>.

For all other questions, please call the Board Clerk at (949) 291-3455.



Zoom Format Only

1 (669) 900-6833 Meeting ID Number 937-4595-8235

Password 719904# - 10:30 a.m. to 12:00 p.m.

Board Members (Voting)

Phil Bacerra, District 16

Art Brown, District 21

Wendy Bucknum, District 13 (Vice Chairman)

Michael Carroll, District 14

Rose Espinoza, Cities-at-Large

Jim Ferryman, Orange County Sanitation District (OCSD)

Dean Grose, District 20

Michael Hennessey, Orange County Transportation Authority (OCTA)

Fred Minagar, District 12

Steve Nagel, District 15

Kim Nguyen, District 18

Trevor O'Neil, District 19 (Chair)

Charles E. Puckett, District 17

Carlos Rodriguez, South Coast Air Quality Management District (SCAQMD)

Mike Scheafer, Independent Special Districts of Orange County (ISDOC)

Lyn Semeta, District 64

Marty Simonoff, District 22

Scott Voigts, Transportation Corridor Agencies (TCA)

Ex-Officio Members (Non-Voting)

Tony Cardenas, Orange County Division, League of California Cities

Ryan Chamberlain, Caltrans District 12

Bruce Channing, Association of California Cities Orange County (ACC-OC)

Carolyn Emery, Orange County, Local Agency Formation Committee (OC LAFCO)

Amanda Hughes, UC Irvine representing University Community

Diana Kotler, Anaheim Resort Transportation (ART)

Steven LaMotte, BIAOC, representing Private Sector

Jennifer Ward, Business Community

Helen O'Sullivan, NeighborWorks Orange County, representing Non-Profit Housing Community

VACANT, Health Care/Hospital Industry



Agenda Descriptions

The agenda descriptions are intended to provide members of the public a general summary of items of business to be transacted or discussed. The posting of the recommended actions does not indicate what action will be taken. The Board of Directors may take any action deemed to be appropriate and is not limited by the notice of the recommended action.

Public Comments on Agenda Items

Members of the public wishing to address the Board of Directors regarding any item appearing on the agenda may do so by completing a Speaker Card and submitting it to the Clerk of the Board. Speakers will be recognized by the Chair at the time the agenda item is considered. A speaker's comments shall be limited to three minutes.

Public Availability of Agenda Materials

All documents relative to the items referenced in this agenda are available for public inspection at www.occog.com

Accessibility

Any person with a disability requiring a modification or accommodation in order to participate in this meeting should contact the Clerk of the Board at (949) 291-3455, no less than three business days prior to this meeting to enable the Orange County Council of Governments to make reasonable arrangements to assure accessibility to this meeting.

Call to Order

Roll Call

Pledge of Allegiance

Public Comments

Members of the public may address the Board of Directors regarding any items within the subject matter jurisdiction of the Board of Directors; however, action may not be taken on matters that are not listed on the agenda unless authorized by law. Comments shall be limited to three minutes per speaker, unless different time limits are set by the Chairman, subject to the approval of the Board of Directors.



AGENDA

August 27, 2020

Consent Calendar (Item Nos. 1-4)

All matters listed under the Consent Calendar are routine and will be enacted by one vote without separate discussion unless Members of the Board, the public, or staff request specific items be removed for separate action or discussion.

1. **Approval of Meeting Minutes for June 25, 2020, Regular Meeting** Eileen White, OCCOG Clerk of the Board [Packet Page 1](#)

Recommended Action: Receive and file the minutes as amended or presented.

2. **OCCOG Financial Reports for June and July 2020** John Hanson, OCCOG Treasurer [Packet Page 8](#)

Recommended Action: Approve the OCCOG Financial Reports for June and July 2020.

3. **Audit Communication Letter** John Hanson, Treasurer

[Packet Page 33](#)

Recommended Action: Receive and File Audit Communication Letter

4. **Resolution Adopting an Electronic Records and Signature Policy** Fred Galante, General Counsel [Packet Page 35](#)

Recommended Action: Approve Resolution No. 2020-03 adopting the OCCOG Electronic Records and Signature Use Policy.

Presentations

5. **RHNA Housing Opportunities Tools** Dr. Wallace Walrod, Chief Economic Advisor, Orange County Business Council
6. **OC Housing Trusts** Helen O'Sullivan, President/CEO of NeighborWorks, Orange County; Adam Eliason, Affordable Housing Consultant at CivicStone LLC

Action Items

7. **Proposed Regional Early Action Planning Grant Program (REAP) Project List** Marnie O'Brien Primmer, Executive Director [Packet Page 45](#)

Recommended Action: Approve the list of projects for OCCOG to submit to SCAG for funding under the REAP grant program, as presented or amended. Approve letter to SCAG regarding requested changes for the REAP Program Guidelines. Direct staff to begin work on the Memorandum of Understanding with SCAG regarding the REAP grant program.



Direct staff to prepare OCCOG's REAP application(s), Scopes of Work, and Requests for Proposals immediately upon the opening of the application period September 17, 2020, in consultation with the TAC and under direction of the Executive Management Committee, with the understanding that staff will return to the Board for approval of same as expeditiously as possible.

8. **Request that SCAG Clarify Use of TAZ Maps in Connect SoCal** Marnie O'Brien Primmer, Executive Director; Fred Galante, General Counsel [Packet Page 96](#)

***Recommended Action:** Direct the Executive Director to deliver a letter to SCAG requesting clarification of the potential legal issues related to the use of TAZ maps as part of Connect SoCal similar to the joint letter issued by the County of Orange and City of Irvine.*

9. **2021 OCCOG General Assembly Date (Oral Update)** Marnie O'Brien Primmer, Executive Director

***Recommended Action:** Approve the date proposed for the 2021 OCCOG GA*

Discussion Items

10. **Legislative Update** Wendy Strack, OCCOG legislative Consultant [Packet Page 101](#)

Reports

- **OCCOG Technical Advisory Committee**
Nate Farnsworth, Technical Advisory Committee Chair
- **Southern California Association of Governments**
Jonathan Hughes, Regional Affairs Officer, SCAG
- **South Coast Air Quality Management District**
Debra Ashby, Senior Public Information Specialist, SCAQMD
Link to South Coast AQMD Advisor Newsletter, August/September Edition:
<http://www.aqmd.gov/home/research/publications/advisor-archive/current-edition>
- **Executive Director Report**
Marnie O'Brien Primmer, Executive Director
- **Board Member Reports**
- **Member Agency Reports**
- **Staff Member Reports**



Orange County Council of Governments

AGENDA

Orange County Council of Governments
Board of Directors Meeting

August 27, 2020

Future Agenda Items

Adjournment of Regular Meeting

The next OCCOG Regular Meeting will be on **September, 24, 2020**, at a place to be determined, pending state and local public health orders in force at the time of the meeting.



MINUTES

Thursday, June 25, 2020 | 10:30 a.m.

Call to Order

Chair O'Neil called the Regular Meeting of the Orange County Council of Governments to order at 10:36 a.m. on Thursday, June 25, 2020 via Zoom; at (669) 900-6833, Meeting ID Number 925 1223 4001#

Board Members Present

Phil Bacerra, District 16
Art Brown, District 21
Wendy Bucknum, District 13 (Vice Chairman)
Bruce Channing (ACC-OC) (Ex-Officio)
Ryan Chamberlain, Caltrans District 12
Rose Espinoza, Cities-at-Large
Dean Grose, District 20
Steven LaMotte, Private Sector (Ex-Officio)
Fred Minagar, District 12 (10:45 arr.)
Mark Monin, Independent Special Districts of Orange County (ISDOC) (Alternative)
Kim Nguyen, District 18
Trevor O'Neil, District 19 (Chairman)
Helen O'Sullivan, Non-Profit Housing Community (Ex-Officio)
Charles E. Puckett, District 17
Rachel Rolnicki OCBC, Business Community (Ex-Officio)
Carlos Rodriguez, (TCA)
Lyn Semeta, District 64
Ward Smith, District 22 (Alternative)
Scott Voigts, SCAQMD (10:41 arr.)

Board Members Absent

Tony Cardenas, Orange County Division, League of Cities (Ex-Officio)
Michael Carroll, District 14
Carolyn Emery, LAFCO (Ex-Officio)
Jim Ferryman, Orange County Sanitary District (OCSD)
Mike Hennessey (OCTA)
Amanda Hughes, University Community (Ex-Officio)
Diana Kotler, Anaheim Resort Transportation (ART) (Ex-Officio)
Steve Nagel, District 15

Board Vacancies

Health Care/Hospital Industry (Ex-Officio)



MINUTES

Thursday, June 25, 2020 | 10:30 a.m.

Staff Present

Marnie O'Brien Primmer, Executive Director
Fred Galante, General Counsel
John Hanson, Treasurer
Nate Farnsworth, TAC Chair
Eileen White, Clerk of the Board
Kathryn Morrison, Administrative Assistant

Others Present

Deborah Diep, Center for Demographic Research Director
Jonathan Hughes, SCAG Public Affairs Officer
Marika Poynter, Principal Planner, City of Irvine
Gail Shimoto-Lohr

Pledge of Allegiance led by Director Semeta

Public Comments

None

Consent Calendar (Item Nos. 1 - 3)

- 1. Approval of Meeting Minutes for June 25, 2020, Regular Meetings** Eileen White, OCCOG Clerk of the Board
It was moved by Director Puckett and seconded by Vice Chair Bucknum to receive and file the minutes as presented. Said motion was carried by the following vote:
AYES: (14) BECERRA, BROWN, BUCKNUM, ESPINOZA, GROSE, MINAGAR, O'NEIL, PUCKETT, RODRIGUEZ, MONIN, NGUYEN, SEMETA, WARD, VOIGTS
NOES: (0)
ABSENT: (4) CARROLL, FERRYMAN, HENNESSEY, NAGEL
- 2. OCCOG Financial Reports for June 2020** John Hanson, OCCOG Treasurer
It was moved by Director Puckett and seconded by Vice Chair Bucknum to approve the OCCOG Financial Reports for June 2020. Said motion was carried by the following vote:
AYES: (14) BECERRA, BROWN, BUCKNUM, ESPINOZA, GROSE, MINAGAR, O'NEIL, PUCKETT, RODRIGUEZ, MONIN, NGUYEN, SEMETA, WARD, VOIGTS
NOES: (0)
ABSENT: (4) CARROLL, FERRYMAN, HENNESSEY, NAGEL



- 3. Concur with SCAG’s Revisions to the Form Participant Agreements for Orange County Data Acquisition Partnership (OCDAP)** Marnie O’Brien Primmer, Executive Director; Deborah Diep, Center for Demographic Research Director; Fred Galante, General Counsel
It was moved by Director Puckett and seconded by Vice Chair Bucknum to concur with SCAG’s revisions to the form Participation Agreements with interested agencies approved by the OCCOG Board in May, 2020 and Authorize the OCCOG Executive Director to sign the revised form Participation Agreements for the Orange County Data Acquisition Partnership (OCDAP). Said motion was carried by the following vote:
AYES: (14) BECERRA, BROWN, BUCKNUM, ESPINOZA, GROSE, MINAGAR, O’NEIL, PUCKETT, RODRIGUEZ, MONIN, NGUYEN, SEMETA, WARD, VOIGTS
NOES: (0)
ABSENT: (4) CARROLL, FERRYMAN, HENNESSEY, NAGEL

Presentations

- 4. Transportation Corridors Agency Presentation** Samuel Johnson, Interim CEO, TCA, provided a brief biography of his career to date; updated the Board on the Agency’s status with regard to ongoing and future projects, budget revisions in response to loss of revenue caused by the pandemic, and future debt and revenue plans.
The Directors welcomed Interim CEO Johnson to his new role.
- 5. Connect SoCal Update** Kome Ajise, Executive Director of SCAG, narrated a PowerPoint Presentation entitled, “Connect SoCal and Covid-19,” dated June 25, 2020. A copy of the Presentation is on file at OCCOG.com. He provided a summary of the ongoing SoCal discussions.

Action Items

- 6. Approval of 2020-2021 Fiscal Year Budget** Marnie O’Brien Primmer, Executive Director and John Hanson, Treasurer
Executive Director Primmer pointed out changes proposed in this fiscal year’s budget, noting that Fullerton has rejoined the OCCOG, no raise in dues is proposed for the 10th year in a row, and it is recommended that the General Assembly be moved to Spring of 2021.
I was moved by Chair O’Neil and seconded by Vice Chair Bucknum to approve the 2020-2021 fiscal year budget of the OCCOG as presented. Said motion was carried by the following vote:
AYES: (14) BECERRA, BROWN, BUCKNUM, ESPINOZA, GROSE, MINAGAR, O’NEIL, PUCKETT, RODRIGUEZ, MONIN, NGUYEN, SEMETA, WARD, VOIGTS
NOES: (0)
ABSENT: (4) CARROLL, FERRYMAN, HENNESSEY, NAGEL



- 7. Approval of 2020-2021 Work Plan** Marnie O’Brien Primmer, Executive Director, reviewed the proposed Work Plan.
It was moved by Chair O’Neil and seconded by Director Brown to approve the 2020-2021 OCCOG Work Plan as presented. Said motion was carried by the following vote:
AYES: (14) BECERRA, BROWN, BUCKNUM, ESPINOZA, GROSE, MINAGAR, O’NEIL, PUCKETT, RODRIGUEZ, MONIN, NGUYEN, SEMETA, WARD, VOIGTS
NOES: (0)
ABSENT: (4) CARROLL, FERRYMAN, HENNESSEY, NAGEL
- 8. Contract Extension for John Hanson, OCCOG Treasurer**
It was moved by Chair O’Neil and seconded by Director Espinoza to approve the contract extension for a term of 1 year, through June 30, 2021. Said motion was carried by the following vote:
AYES: (14) BECERRA, BROWN, BUCKNUM, ESPINOZA, GROSE, MINAGAR, O’NEIL, PUCKETT, RODRIGUEZ, MONIN, NGUYEN, SEMETA, WARD, VOIGTS
NOES: (0)
ABSENT: (4) CARROLL, FERRYMAN, HENNESSEY, NAGEL
- 9. Contract Extension for Wendy J. Strack Consulting, Legislative Policy Analysis and Advocacy, and Grant Writing Support**
It was moved by Chair O’Neil and seconded by Director Brown to the contract extension for a term of 1 year, through June 30, 2021. Said motion was carried by the following vote:
AYES: (14) BECERRA, BROWN, BUCKNUM, ESPINOZA, GROSE, MINAGAR, O’NEIL, PUCKETT, RODRIGUEZ, MONIN, NGUYEN, SEMETA, WARD, VOIGTS
NOES: (0)
ABSENT: (4) CARROLL, FERRYMAN, HENNESSEY, NAGEL
- 10. Contract Extension for Kathryn Morrison, Administrative Support Services**
It was moved by Chair O’Neil and seconded by Director Brown to approve the contract extension for a term of 1 year, through June 30, 2021. Said motion was carried by the following vote:
AYES: (14) BECERRA, BROWN, BUCKNUM, ESPINOZA, GROSE, MINAGAR, O’NEIL, PUCKETT, RODRIGUEZ, MONIN, NGUYEN, SEMETA, WARD, VOIGTS
NOES: (0)
ABSENT: (4) CARROLL, FERRYMAN, HENNESSEY, NAGEL



11. Contract Extension for Lisa Telles, General Assembly Support and Project Management

It was moved by Chair O'Neil and seconded by Director Brown to approve the contract extension for a term of 1 year, through June 30, 2021. Said motion was carried by the following vote:

AYES: (14) BECERRA, BROWN, BUCKNUM, ESPINOZA, GROSE, MINAGAR, O'NEIL, PUCKETT, RODRIGUEZ, MONIN, NGUYEN, SEMETA, WARD, VOIGTS

NOES: (0)

ABSENT: (4) CARROLL, FERRYMAN, HENNESSEY, NAGEL

12. Contract Extension and Change in Terms for Communications LAB

It was moved by Chair O'Neil and seconded by Director Brown to approve the contract extension for a term of 1 year, through June 30, 2021 at the new rate of \$2500 per month. Said motion was carried by the following vote:

AYES: (14) BECERRA, BROWN, BUCKNUM, ESPINOZA, GROSE, MINAGAR, O'NEIL, PUCKETT, RODRIGUEZ, MONIN, NGUYEN, SEMETA, WARD, VOIGTS

NOES: (0)

ABSENT: (4) CARROLL, FERRYMAN, HENNESSEY, NAGEL

13. Contract Extension and Change in Terms for Eileen White, Clerk of the Board

It was moved by Chair O'Neil and seconded by Director Brown to approve the contract extension for a term of 1 year, through June 30, 2021 and change the form of contract from hourly to retainer-based contract at a rate of \$1500 per month with an annual maximum of \$18,000. Said motion was carried by the following vote:

AYES: (14) BECERRA, BROWN, BUCKNUM, ESPINOZA, GROSE, MINAGAR, O'NEIL, PUCKETT, RODRIGUEZ, MONIN, NGUYEN, SEMETA, WARD, VOIGTS

NOES: (0)

ABSENT: (4) CARROLL, FERRYMAN, HENNESSEY, NAGEL

14. Resolution No. 2020-02 Regarding Proposed Requested Delay of VMT Rule

Implementation Marnie O'Brien Primmer, Executive Director with guest experts: Tony Petros, LSA Associates and Jason Pack, Fehr & Peers.

Tony Petros, LSA Associates and Jason Pack, Fehr & Peers were unable to attend the meeting. Sarah Brandenburg, Principal, Fehr & Peers, and Delia Votsch, Senior Transportation Manager, Fehr & Peers, presented in their stead.

Sarah Brandenburg, Principal, Fehr & Peers and Delia Votsch, Senior Transportation Manager, Fehr & Peers, narrated a PowerPoint Presentation entitled, "SB 743, Orange County Cities Implementation Update," dated June 25, 2020. A copy of the Presentation is on file at www.OCCOG.com.



MINUTES

Thursday, June 25, 2020 | 10:30 a.m.

During the ensuing discussion, the Directors, either individually or in agreement, provided the following commentary:

- Suggested revision on the 6th Whereas to more accurately reflect the number of Orange County residents relying on their cars.
- Suggested revision on the 10th Whereas to further explain the negative impacts from the VMT fee program.
- Suggested clarification in Section 1 to indicate OCCOG approval of further extension of the implementation date if deemed appropriate.

It was moved by Director Bacerra and seconded by Chair O’Neil to approve Resolution No. 2020-02 formally requesting the Governor to delay the implementation of the Vehicle Miles Traveled analysis mandated by SB 743 until July 1, 2022.

Revised as follows:

- 6th Whereas, replace “the overwhelming majority” with “many”
- 10th Whereas, replace, “costs to projects”, with “costs, which will jeopardize those projects”
- Section 1, insert, “at least” in front of “July 1, 2022”

Said motion was carried by the following vote:

AYES: (14) BECERRA, BROWN, BUCKNUM, ESPINOZA, GROSE, MINAGAR, O’NEIL, PUCKETT, RODRIGUEZ, MONIN, NGUYEN, SEMETA, WARD, VOIGTS

NOES: (0)

ABSENT: (4) CARROLL, FERRYMAN, HENNESSEY, NAGEL

Discussion Items

15. **Legislative Update** Wendy J. Strack, OCCOG Legislative Consultant, reviewed the staff report.

Executive Director Primmer will send a letter to SCAG supporting SCAG’s proposal to allow extension of cities’ due dates of their housing elements. She will send the letter under her own signature, and forward copies to the Board.

Update received and filed.



MINUTES

Thursday, June 25, 2020 | 10:30 a.m.

Reports

- **Technical Advisory Committee**

TAC Chair Farnsworth reported that the TAC is working closely with SCAG staff to establish regulations regarding ADU capacity; thanked Director Rodriguez for raising concerns regarding inconsistencies; noted the housing element data provided can be used reliably by cities to save costs and time during their housing element update.

- **Southern California Association of Governments (SCAG)**

Johnathan Hughes SCAG staff is working diligently to provide the data and tools needed by cities to complete their housing elements and encouraged anyone with questions to contact him.

- **South Coast Air Quality Management District**

Link to South Coast AQMD Advisor Newsletter, May/June Edition:

<https://www.aqmd.gov/home/research/publications/may-june-2020>; Carlos Rodriguez, SCAQMD Boardmember, reported the AQMD is currently working to establish ride alternative funding opportunities, establish a new permit tracking tool to access the status of permits; noted the current reduction in traffic has resulted in much improved air quality. He encouraged all to email him with any questions they may have.

- **Executive Director’s Report**

No report.

- **Board Member Reports**

No reports.

- **Member Agency Reports**

Director Cardenas reported that the CARES Act contains some twists and expectations regarding compliance with directives. He encouraged cities to have information on hand and responses that show business compliance available in the event explanation/proof is necessary to receive CARES Act funds.

- **Staff Member Reports**

No reports

Future Agenda Items

None

Adjournment

There being no further business before the Board, Chair O’Neil adjourned the meeting at 12:29 p.m. The next regular meeting of the OCCOG Board of Directors will take place at 10:30 a.m. on August 27, 2020, location to be determined pending state and local public health orders in force at the time of the meeting.



AGENDA ITEM #2

OCCOG June 2020 Financial Report

SUMMARY

OCCOG financial information is provided for Board review.

As of June 30, 2020, OCCOG had combined cash and investments of \$338,479.59 consisting of the following: a bank balance of \$44,858.56 at Bank of the West, bank balance of \$38,445.94 at Citizens Business Bank outstanding checks in the amount of \$0.00 and an investment balance at the State Local Agency Investment Fund of \$255,175.09.

STAFF RECOMMENDATION

Approve financial report.

ATTACHMENTS

- A. OCCOG Fiscal Year 2019-20 Cash and Investments
- B. Bank of the West Statement as of June 30, 2020
- C. Citizens Business Bank Statement as of June 30, 2020
- D. State Local Agency Investment Fund (LAIF) Monthly Statement for June 30, 2020
- E. LAIF Performance Report - Quarter Ending June 30, 2020, Pooled Money Investment Account (PMIA) Average Monthly Effective Yields – April 2020 – May 2020 – June 2020 and PMIA Portfolio Composition at 6/30/20.
- F. OCCOG Fiscal Year 2019-20 Cash Receipts/Disbursements Report

STAFF CONTACT

John Hanson, CPA
OCCOG Treasure
949-929-0073
jhoccog@gmail.com

**Orange County Council of Governments
Cash and Investments
Fiscal Year 2019-20**

Date	Check #	Description	Amount	General Ledger Balance	Bank Balances and Reconciliation	
July						
		Balance Forward		357,656.39		
7/15/2019		Local Agency Investment Fund	1,811.61	359,468.00		
7/23/2019	1501	Aleshire & Wynder, LLP	(1,296.00)	358,172.00	Bank of the West	68,691.81
7/23/2019	1502	Eileen White	(6,291.41)	351,880.59	O/S Checks	(42,375.24)
7/23/2019	1503	John Hanson	(600.11)	351,280.48	State LAIF	285,315.39
7/23/2019	1504	CSUFAS	(25,077.90)	326,202.58		<u>\$311,631.96</u>
7/23/2019	1505	CALCOG	(2,300.00)	323,902.58		
7/23/2019	1506	Communications Lab	(1,250.00)	322,652.58		
7/23/2019	1507	Connected Consulting	(10,880.13)	311,772.45		
7/31/2019		Bank of the West	(140.49)	311,631.96		
August						
					Bank of the West	68,180.10
8/21/2019		City of Fountain Valley	6,886.66	318,518.62	O/S Checks	(2,500.00)
8/21/2019		CJPIA	126.68	318,645.30	State LAIF	285,315.39
8/23/2019		City of Rancho Santa Margarita	6,368.05	325,013.35		<u>\$350,995.49</u>
8/23/2019	1508	John Hanson	(963.79)	324,049.56		
8/23/2019	1509	Aleshire & Wynder, LLP	(486.00)	323,563.56		
8/23/2019	1510	Wendy J Strack Consulting	(2,500.00)	321,063.56		
8/23/2019	1511	VOID	-	321,063.56		
8/23/2019	1512	Communications Lab	(1,250.00)	319,813.56		
8/23/2019	1513	Disney Resorts	(2,500.00)	317,313.56		
8/28/2019		City of Placentia	6,595.46	323,909.02		
8/28/2019		City of Buena Park	8,688.98	332,598.00		
8/28/2019		City of Seal Beach	4,757.54	337,355.54		
8/28/2019		City of Fullerton	4,071.11	341,426.65		
8/28/2019		City of Mission Viejo	9,568.84	350,995.49		
September						
					Bank of the West	256,313.53
9/1/2019	1514	Kathryn Morrison	(1,158.64)	349,836.85	O/S Checks	(1,250.00)
9/1/2019	1515	Connected Consulting	(11,569.87)	338,266.98	State LAIF	285,315.39
9/1/2019	1516	Wendy J Strack Consulting	(2,500.00)	335,766.98		<u>\$540,378.92</u>
9/3/2019		City of Laguna Hills	5,195.72	340,962.70		
9/3/2019		City of Dana Point	5,376.20	346,338.90		
9/3/2019		City of Garden Grove	14,876.36	361,215.26		
9/3/2019		City of Villa Park	3,467.09	364,682.35		
9/3/2019		City of Santa Ana	25,836.53	390,518.88		
9/5/2019		City of San Juan Capistrano	5,549.62	396,068.50		
9/5/2019		City of Huntington Beach	8,553.12	404,621.62		
9/5/2019		City of Tustin	16,805.03	421,426.65		
9/9/2019		City of La Palma	4,133.68	425,560.33		

**Orange County Council of Governments
Cash and Investments
Fiscal Year 2019-20**

Date	Check #	Description	Amount	General Ledger Balance	Bank Balances and Reconciliation
9/9/2019		City of Lake Forest	8,888.69	434,449.02	
9/9/2019		City of Laguna Woods	4,180.74	438,629.76	
9/9/2019		City of Laguna Niguel	7,567.35	446,197.11	
9/23/2019		City of Anaheim	27,294.40	473,491.51	
9/23/2019		City Stanton	5,717.23	479,208.74	
9/23/2019		City Newport Beach	8,944.92	488,153.66	
9/23/2019		City of Costa Mesa	10,876.55	499,030.21	
9/23/2019		City of Laguna Beach	4,641.91	503,672.12	
9/23/2019		City of Westminster	9,311.02	512,983.14	
9/23/2019		City of La Habra	7,351.20	520,334.34	
9/23/2019		City of Aliso Viejo	6,530.67	526,865.01	
9/23/2019		Orange County Sanitation District	7,500.00	534,365.01	
9/23/2019		City of Cypress	6,426.91	540,791.92	
9/23/2019		City of Los Alamitos	3,857.33	544,649.25	
9/26/2019	1517	Communications Lab	(1,250.00)	543,399.25	
9/26/2019	1518	Aleshire & Wynder, LLP	(756.00)	542,643.25	
9/26/2019	1519	Aleshire & Wynder, LLP	(1,152.00)	541,491.25	
9/26/2019	1520	VOID	-	541,491.25	
9/26/2019	1521	John Hanson	(1,112.33)	540,378.92	

October					
10/1/2019	1522	Connected Consulting	(11,214.12)	529,164.80	Bank of the West 221,097.51
10/1/2019	1523	Wendy J Strack Consulting	(2,500.00)	526,664.80	Citizens Business Bank 23,287.01
10/1/2019	1524	Kathryn Morrison	(1,267.69)	525,397.11	O/S Checks (1,250.00)
10/1/2019		City of Brea	6,141.92	531,539.03	State LAIF 287,072.85
10/8/2019		City of San Clemente	7,476.80	539,015.83	<u>\$530,207.37</u>
10/8/2019		City of Orange	12,620.15	551,635.98	
10/8/2019		City of Yorba Linda	7,699.37	559,335.35	
10/21/2019		Bank of the West	(48.23)	559,287.12	
10/24/2019	2001	John Hanson	(836.81)	558,450.31	
10/24/2019	2002	Communications Lab	(1,250.00)	557,200.31	
10/24/2019	2003	Aleshire & Wynder, LLP	(3,672.50)	553,527.81	
10/29/2019	1525	CSUFAS	(25,077.90)	528,449.91	
10/31/2019		Local Agency Investment Fund	1,757.46	530,207.37	

**Orange County Council of Governments
Cash and Investments
Fiscal Year 2019-20**

Date	Check #	Description	Amount	General Ledger Balance	Bank Balances and Reconciliation
November					Bank of the West 214,695.92
					Citizens Business Bank 19,202.02
11/4/2019	2004	Connected Consulting	(11,084.99)	519,122.38	O/S Checks -
11/4/2019	2005	VOID	-	519,122.38	State LAIF 287,072.85
11/4/2019	2006	VOID	-	519,122.38	<u>520,970.79</u>
11/12/2019		Independent District of O.C	500.00	519,622.38	
11/21/2019	1526	Aleshire & Wynder	(2,034.00)	517,588.38	
11/21/2019	2007	Communications Lab	(1,250.00)	516,338.38	
11/21/2019	1527	John Hanson	(818.79)	515,519.59	
11/21/2019	1528	Wendy J Strack Consulting	(2,500.00)	513,019.59	
11/21/2019	1529	Kathryn Morrison	(1,048.80)	511,970.79	
11/22/2019		TCA	9,000.00	520,970.79	
December					Bank of the West 203,733.68
12/2/2019		Orange County Business Council	1,000.00	521,970.79	Citizens Business Bank 52,092.07
12/6/2019	1530	Eileen White	(13,232.95)	508,737.84	O/S Checks (13,232.95)
12/6/2019	1531	Connected Consulting	(10,962.24)	497,775.60	State LAIF 287,072.85
12/6/2019	2008	Aleshire & Wynder	(1,728.00)	496,047.60	<u>529,665.65</u>
12/6/2019	2009	Wendy J Strack Consulting	(2,530.00)	493,517.60	
12/6/2019	2010	Communications Lab	(1,250.00)	492,267.60	
12/6/2019	2011	Kathryn Morrison	(1,046.50)	491,221.10	
12/12/2019		SC AQMD	7,500.00	498,721.10	
12/12/2019		Orange County TA	9,000.00	507,721.10	
12/19/2019		City of Irvine	21,958.83	529,679.93	
12/31/2019		Citizens Business Bank	(14.82)	529,665.11	
January					Bank of the West \$171,613.44
1/14/2020	1532	Eide Bailly	(7,426.00)	522,239.11	Citizens Business Bank \$44,577.27
1/14/2020	1533	Connected Consulting	(11,245.14)	510,993.97	O/S Checks -
1/14/2020	2012	John Hanson	(896.95)	510,097.02	State LAIF 288,722.00
1/14/2020	2013	Wavelength Automation	(948.00)	509,149.02	<u>\$504,912.71</u>
1/14/2020	2014	Kathryn Morrison	(1,000.00)	508,149.02	
1/14/2020	2015	Wendy J Strack Consulting	(2,500.00)	505,649.02	
1/23/2020	2016	VOID	-	505,649.02	
1/23/2020	2017	John Hanson	(630.13)	505,018.89	
1/23/2020	2018	Aleshire & Wynder	(1,530.00)	503,488.89	
1/23/2020	1534	VOID	-	503,488.89	
1/23/2020	1535	Kathryn Morrison	(216.15)	503,272.74	
1/31/2020		Citizens Business Bank	(9.72)	503,263.02	
1/31/2020		Local Agency Investment Fund	1,649.15	504,912.17	

**Orange County Council of Governments
Cash and Investments
Fiscal Year 2019-20**

Date	Check #	Description	Amount	General Ledger Balance	Bank Balances and Reconciliation
February					
02/05/2020		Misc General Assembly Registrations	1,104.88	506,017.05	
02/05/2020	1536	Connected Consulting	(11,285.04)	494,732.01	Bank of the West \$149,797.79
02/05/2020	2019	Kathryn Morrison	(1,708.53)	493,023.48	Citizens Business Bank \$37,551.68
02/05/2020	2020	Wendy J Strack Consulting	(2,500.00)	490,523.48	O/S Checks (8,965.03)
02/05/2020	2021	Communications Lab	(1,250.00)	489,273.48	State LAIF 288,722.00
02/10/2020		Aleshire & Wynder, LLP	500.00	489,773.48	<u>\$467,106.44</u>
02/27/2020	2022	John Hanson	(514.19)	489,259.29	
02/27/2020	2023	Communications Lab	(1,250.00)	488,009.29	
02/27/2020	2024	Dtn.Tech	(1,622.53)	486,386.76	
02/27/2020	2025	Aleshire & Wynder, LLP	(2,592.50)	483,794.26	
02/27/2020	2026	Orange County Forum	(1,000.00)	482,794.26	
02/27/2020	2027	Kathryn Morrison	(1,552.87)	481,241.39	
02/27/2020	1537	VOID	0.00	481,241.39	
02/27/2020	1538	Connected Consulting	(11,635.49)	469,605.90	
02/27/2020	1539	Wendy J Strack Consulting	(2,500.00)	467,105.90	
March					
					Bank of the West \$140,581.77
					Citizens Business Bank \$30,078.42
					O/S Checks (17,006.04)
					State LAIF 288,722.00
					<u>\$442,376.15</u>
3/2/2020		Misc General Assembly Registrations	759.03	467,864.93	
3/20/2020		Jamboree Housing Corporation	1,000.00	468,864.93	
3/20/2020		Earth Mechanics	500.00	469,364.93	
3/20/2020		DTN. Tech	500.00	469,864.93	
3/20/2020		Citizens Business Bank	(4.56)	469,860.37	
3/27/2020	2028	Sustain SoCal	(1,000.00)	468,860.37	
3/27/2020	2029	Communications Lab	(1,250.00)	467,610.37	
3/27/2020	2030	Lisa Telles Communications	(3,120.00)	464,490.37	
3/27/2020	2031	Aleshire & Wynder, LLP	(3,574.00)	460,916.37	
3/27/2020	2032	John Hanson	(731.67)	460,184.70	
3/27/2020	2033	Kathryn Morrison	(1,022.00)	459,162.70	
3/27/2020	2034	Wendy J Strack Consulting	(2,500.00)	456,662.70	
3/27/2020	1540	Eileen White	(4,312.04)	452,350.66	
3/27/2020	1541	Connected Consulting	(10,975.05)	441,375.61	
3/30/2020		City of Anaheim	1,000.00	442,375.61	
April					
					Bank of the West \$136,089.34
					Citizens Business Bank \$20,847.61
					O/S Checks (49,621.24)
					State LAIF 290,175.09
					<u>\$397,490.80</u>
04/02/2020		WePay	2,319.61	444,695.22	
04/24/2020		Citizens Business Bank	(36.81)	444,658.41	
04/30/2020	1542	CSU Fullerton Auxillary Services	(25,077.90)	419,580.51	
04/30/2020	1543	CSU Fullerton Auxillary Services (May 1 Check)	-	419,580.51	

**Orange County Council of Governments
Cash and Investments
Fiscal Year 2019-20**

Date	Check #	Description	Amount	General Ledger Balance	Bank Balances and Reconciliation
04/30/2020	1544	Communications Lab	(1,250.00)	418,330.51	
04/30/2020	1545	Lisa Telles	(880.00)	417,450.51	
04/30/2020	1546	Connected Consulting	(10,802.99)	406,647.52	
04/30/2020	1547	Kathryn Morrison	(1,375.00)	405,272.52	
04/30/2020	2035	John Hanson	(504.35)	404,768.17	
04/30/2020	2036	Aleshire & Wynder, LLP	(1,116.00)	403,652.17	
04/30/2020	2037	Eileen White	(5,115.00)	398,537.17	
04/30/2020	2038	VOID	-	398,537.17	
04/30/2020	2039	Wendy J Strack Consulting	(2,500.00)	396,037.17	
04/30/2020		Local Agency Investment Fund	1,453.09	397,490.26	
May					Bank of the West \$60,822.56
5/1/2020	1543	CSU Fullerton Auxillary Services	(25,077.90)	372,412.36	Citizens Business Bank \$10,572.68
5/29/2020	2040	Communications Lab	(1,250.00)	371,162.36	O/S Checks (21,807.57)
5/29/2020	2041	Kathryn Morrison	(1,250.00)	369,912.36	State LAIF 290,175.09
5/29/2020	2042	Wendy J Strack Consulting	(2,500.00)	367,412.36	<u>\$339,762.76</u>
5/29/2020	2043	John Hanson	(686.07)	366,726.29	
5/29/2020	2044	City of Placentia	(157.50)	366,568.79	
5/29/2020		Citizens Communication Bank	(39.58)	366,529.21	
5/29/2020	1548	Connected Consulting	(10,802.99)	355,726.22	
5/29/2020	1549	Aleshire & Wynder, LLP	(4,464.00)	351,262.22	
5/29/2020	1550	CJPIA	(11,500.00)	339,762.22	
June					Bank of the West 44,858.56
6/16/2019	2045	Lisa Telles	(1,000.00)	338,762.22	Citizens Business Bank 38,445.94
6/16/2019	2046	Wavelength Automation	(240.00)	338,522.22	O/S Checks -
6/23/2020		Account Analysis Fee	(42.57)	338,479.65	State LAIF 255,175.09
					<u>\$338,479.59</u>



BANK OF THE WEST
BNP PARIBAS

P.O. Box 2830, Omaha, NE 68103-2830

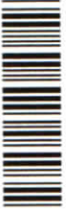
Account Statement

June 1, 2020 - June 30, 2020

Page 1 of 4



>012331 4478610 0001 008230 10Z
ORANGE COUNTY COUNCIL OF GOVERNMENTS
ATTN JOHN HANSON
3972 BARRANCA PKWY STE J127
IRVINE CA 92606-1204



At your service



bankofthewest.com



1-800-488-2265



1-800-659-5495 TTY

CHANGES TO OUR FUNDS AVAILABILITY

Effective June 29, 2020, the following changes to our Funds Availability Policy located in our Deposit Account Disclosure will become effective: The amount of \$200 has been changed to \$225 and the amount of \$5,000 has been changed to \$5,525 wherever noted in our Policy. These changes reflect increases in the dollar amount of funds made available to you from certain deposits of checks to your account. Please contact us for a copy of the current Deposit Account Disclosure.

Remember to confirm your email during your next branch visit or call our Contact Center at 800-488-2265. Our emails keep you educated about our services, products and more.

REGULAR BUSINESS CHECKING 011-244681

ORANGE COUNTY COUNCIL OF GOVERNMENTS
ATTN JOHN HANSON

ACCOUNT SUMMARY

Beginning Balance	\$60,822.56
0 Credits	0.00
0 Deposits	0.00
0 Withdrawals	0.00
2 Checks	-15,964.00
Ending Balance	\$44,858.56

EARNINGS SUMMARY

Interest this statement period	\$0.00
Interest credited year-to-date	\$0.00
Annual percentage yield earned	0.00%
Average monthly balance	\$48,691.89



For your protection:

Examine this statement promptly. Any discrepancy must be reported within 30 days. Consumer customers: A discrepancy regarding an electronic payment or line of credit must be reported within 60 days.



12331 4478610 022005 044009 0001/0002



REGULAR BUSINESS CHECKING xxx-xx4681 *(continued)*

ACCOUNT DETAIL

Checks Paid

<i>Number</i>	<i>Date paid</i>	<i>Amount</i>	<i>Number</i>	<i>Date paid</i>	<i>Amount</i>
1549	06/01	4,464.00	1550	06/11	11,500.00
2 checks paid for a total of \$15,964.00					

026650 1237309 0000000 060469 120938 01/02





IMPORTANT INFORMATION

IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS

(For accounts that are maintained primarily for personal, family or household purposes.)



Telephone us at (800) 488-2265, or write us at Bank of the West*, Branch Service Center, P.O. Box 2573, Omaha, NE 68103-2573 as soon as you can if you think your statement or receipt is wrong or if you need more information about a transfer listed on the statement or receipt. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared. We will need to know the following:

1. Tell us your name and account number (if any).
2. Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.
3. Tell us the dollar amount of the suspected error.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days (20 business days for transactions involving new accounts) to do this, we will credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation.

12331 4478610 022006 044011 0002/0002



*In South Dakota, Bank of the West operates under the name of Bank of the West California.





BANK OF THE WEST
BNP PARIBAS

Account Statement

June 1, 2020 - June 30, 2020

Page 4 of 4

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bankofthewest.com



1-800-488-2265

Packet Page 17



1-800-659-5495 TTY




026650 1237309 000000 060470 120940 02/02

PO Box 3938, Ontario, CA 91761

RETURN SERVICE REQUESTED

 ORANGE COUNTY COUNCIL OF GOVERNMENTS
 3972 BARRANCA PKWY STE J127
 IRVINE CA 92606-1204

Account Number:591004948
Managing Your Accounts

	Phone Number	888.222.5432
	Website	cbbank.com
	Email	customersupport@cbbank.com

Citizens Business Bank provides a variety of fraud prevention services to protect your accounts. Contact your Relationship Manager today to discuss ways to reduce risk and establish customized fraud solutions that fit your needs.

Summary of Accounts

Account Type	Account Number	Ending Balance
ANALYZED BUSINESS PLAN GOVERNMENT SRVCS	591004948	\$38,445.94

ANALYZED BUSINESS PLAN GOVERNMENT SRVCS-591004948
Account Summary

Date	Description	Amount
05/30/2020	Beginning Balance	\$10,572.68
	1 Credit(s) This Period	\$35,000.00
	8 Debit(s) This Period	\$7,126.74
06/30/2020	Ending Balance	\$38,445.94

Electronic Credits

Date	Description	Amount
06/04/2020	WIRE/IN-202015602876;ORG CALIFORNIA STATE TREASURER;REF IP20200604000170	\$35,000.00
	1 item(s) totaling \$35,000.00	

Other Debits

Date	Description	Amount
06/23/2020	Account Analysis Fees	\$42.57
	1 item(s) totaling \$42.57	

Checks Cleared

Check Nbr	Date	Amount	Check Nbr	Date	Amount	Check Nbr	Date	Amount
2040	06/02/2020	\$1,250.00	2043	06/01/2020	\$686.67	2046	06/25/2020	\$240.00
2041	06/03/2020	\$1,250.00	2044	06/05/2020	\$157.50			
2042	06/03/2020	\$2,500.00	2045	06/25/2020	\$1,000.00			

* Indicates skipped check number

7 item(s) totaling \$7,084.17

Daily Balances

Date	Amount	Date	Amount	Date	Amount
06/01/2020	\$9,886.01	06/04/2020	\$39,886.01	06/25/2020	\$38,445.94
06/02/2020	\$8,636.01	06/05/2020	\$39,728.51		
06/03/2020	\$4,886.01	06/23/2020	\$39,685.94		

Member FDIC

OUTSTANDING CHECKS		INSTRUCTIONS
No.	Amount	<p style="text-align: center;">PLEASE EXAMINE THIS STATEMENT AT ONCE AND IMMEDIATELY NOTIFY THE BANK OF ANY ERRORS.</p> <p style="text-align: center;">ALL ITEMS CREDITED ARE SUBJECT TO FINAL PAYMENT.</p> <ol style="list-style-type: none"> 1. Compare each paid check with your check stub or register and mark as paid. 2. Bank balance shown on front of your statement..... _____ 3. Compare any deposits shown on statement, including bank originated credits, with those entered in your check register. Add any not shown on statement..... _____ 4. Subtotal..... _____ 5. Subtract total of outstanding checks..... _____ 6. Account Balance..... _____ 7. Your check book balance..... _____ 8. Subtract any bank charges including monthly service charge or transfers you have authorized and have been deducted on this statement..... _____ 9. Adjusted check book balance..... _____ <p style="font-size: small; margin-top: 10px;"><i>* Denotes a point at which one or more check serial numbers are unaccounted for this statement period. It may indicate outstanding checks or checks shown on previous statements.</i></p>
TOTAL		

STATEMENTS AND IMAGES

Your account statement will include the following information with respect to each check paid against your account during the statement cycle: (1) the check number (2) the amount of the check; and (3) the date of the payment.
 Copies of checks can be requested by calling customer service at (888) 222-5432. Please refer to our Bank Product and Service Information for applicable fees under Research Requests.

THE FOLLOWING NOTICE CONCERNING ELECTRONIC TRANSFER APPLIES IF YOUR ACCOUNT IS MAINTAINED FOR PERSONAL, FAMILY OR HOUSEHOLD PURPOSES.

IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS CONTACT US AT:

Telephone: (888) 222-5432
or write us at:
Citizens Business Bank P O Box 51000, Ontario, CA 91761

Contact us as soon as you can if you think your statement or receipt is wrong or if you need more information about a transfer on the statement or a receipt. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared. If you have a question concerning your statement, please be prepared to:

1. Provide your name and account number (if any).
2. Provide the dollar amount of the suspected error.
3. Describe the error or the transfer you are unsure about and clearly explain why you believe it is an error or why you need more information.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days to do this, we will credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
 P.O. Box 942809
 Sacramento, CA 94209-0001
 (916) 653-3001

July 15, 2020

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

ORANGE COUNTY COUNCIL OF GOVERNMENTS

TREASURER
 3972 BARRANCA PKWY
 SUITE J127
 IRVINE , CA 92606

[Tran Type Definitions](#)

Account Number: 40-30-020

June 2020 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
6/4/2020	6/3/2020	RW	1642938	N/A	JOHN HANSON	-35,000.00

Account Summary

Total Deposit:	0.00	Beginning Balance:	290,175.09
Total Withdrawal:	-35,000.00	Ending Balance:	255,175.09



PMIA/LAIF Performance Report as of 07/23/20



PMIA Average Monthly Effective Yields⁽¹⁾

Jun	1.217
May	1.363
Apr	1.648

Quarterly Performance Quarter Ended 06/30/20

LAIF Apportionment Rate ⁽²⁾ :	1.36
LAIF Earnings Ratio ⁽²⁾ :	0.000037106682614
LAIF Fair Value Factor ⁽¹⁾ :	1.004912795
PMIA Daily ⁽¹⁾ :	1.08%
PMIA Quarter to Date ⁽¹⁾ :	1.41%
PMIA Average Life ⁽¹⁾ :	191

Pooled Money Investment Account Monthly Portfolio Composition ⁽¹⁾ 06/30/20 \$101.0 billion

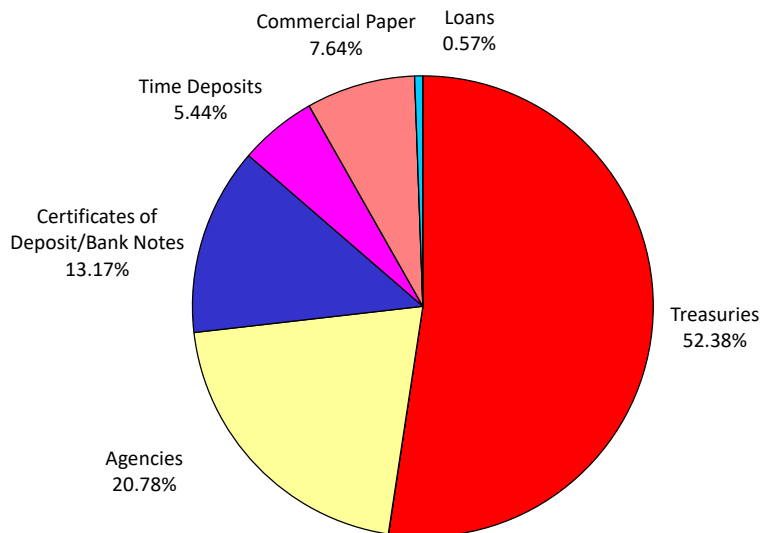


Chart does not include 0.02% of mortgages. Percentages may not total 100% due to rounding.

Daily rates are now available here. [View PMIA Daily Rates](#)

Notes: The apportionment rate includes interest earned on the CalPERS Supplemental Pension Payment pursuant to Government Code 20825 (c)(1) and interest earned on the Wildfire Fund loan pursuant to Public Utility Code 3288 (a).

Source:

⁽¹⁾ State of California, Office of the Treasurer

⁽²⁾ State of California, Office of the Controller

**Orange County Council of Governments
Cash Receipts/Disbursements Report
For the Quarter ending June 30, 2020**

Cash Receipts

Date	Payer	Description	Amount
4/2/2020	WePay	General Assembly Registrations	2,319.61
4/30/2020	Local Agency Investment Fund	Quarterly Interest	1,453.09
			3,772.70

Cash Disbursements

Date	Check #	Payee	Description	Amount
04/24/2020		Citizens Business Bank	April Service Charge	(36.81)
04/30/2020	1542	CSU Fullerton Auxillary Services	3rd Quarter Demographic Research	(25,077.90)
	1543	CSU Fullerton Auxillary Services		-
04/30/2020		(May 1 Check)		
04/30/2020	1544	Communications Lab	Social Media/Web Site March 2020	(1,250.00)
04/30/2020	1545	Lisa Telles	General Assembly Special Events	(880.00)
04/30/2020	1546	Connected Consulting	Executive Director April 2020	(10,802.99)
04/30/2020	1547	Kathryn Morrison	Administrative Assistant April 2020	(1,375.00)
04/30/2020	2035	John Hanson	March/April Treasurer Services/Mileage	(504.35)
04/30/2020	2036	Aleshire & Wynder, LLP	Legal March 2020	(1,116.00)
04/30/2020	2037	Eileen White	March, April Clerk of the Board	(5,115.00)
04/30/2020	2038	VOID		-
04/30/2020	2039	Wendy J Strack Consulting	Strategy and Advocacy Services April 2020	(2,500.00)
5/1/2020	1543	CSU Fullerton Auxillary Services	4th Quarter Demographic Research	(25,077.90)
5/29/2020	2040	Communications Lab	Social Media/Web Site April 2020	(1,250.00)
5/29/2020	2041	Kathryn Morrison	Administrative Assistant May 2020	(1,250.00)
5/29/2020	2042	Wendy J Strack Consulting	Strategy and Advocacy Services May 2020	(2,500.00)
5/29/2020	2043	John Hanson	April/May Treasurer Services/Mileage	(686.07)
5/29/2020	2044	City of Placentia	Refund General Assembly Registration	(157.50)
5/29/2020		Citizens Communication Bank	Service charges	(39.58)
5/29/2020	1548	Connected Consulting	Executive Director May 2020	(10,802.99)
5/29/2020	1549	Aleshire & Wynder, LLP	Legal April 2020	(4,464.00)
5/29/2020	1550	CJPIA	General Liability Insurance 2020/21	(11,500.00)
6/16/2020	2045	Lisa Telles	May Special Events	(1,000.00)
6/16/2020	2045	Wavelength Automation	Legislative Tracking Upgrade	(240.00)
6/23/2020		Citizens Business Bank	Account Analysis Fee	(42.57)
				(107,668.66)



AGENDA ITEM #2

OCCOG July 2020 Financial Report

SUMMARY

OCCOG financial information is provided for Board review.

As of July 31, 2020, OCCOG had combined cash and investments of \$445,478.74 consisting of the following: a bank balance of \$29,548.54 at Bank of the West, bank balance of \$181,238.76 at Citizens Business Bank outstanding checks in the amount of \$21,504.44 and an investment balance at the State Local Agency Investment Fund of \$256,195.97.

STAFF RECOMMENDATION

Approve financial report.

ATTACHMENTS

- A. OCCOG Fiscal Year 2020-21 Cash and Investments
- B. Bank of the West Activity as of July 31, 2020
- C. Citizens Business Bank Statement as of July 31, 2020
- D. State Local Agency Investment Fund (LAIF) Monthly Statement for July 31, 2020
- E. LAIF Performance Report - Quarter Ending June 30, 2020, Pooled Money Investment Account (PMIA) Average Monthly Effective Yields – May 2020 – June 2020 – July 2020 and PMIA Portfolio Composition at 6/30/20.
- F. OCCOG Fiscal Year 2020-21 Cash Receipts/Disbursements Report

STAFF CONTACT

John Hanson, CPA
OCCOG Treasure
949-929-0073
jhoccog@gmail.com




**Orange County Council of Governments
Cash and Investments
Fiscal Year 2020-21**

Date	Check #	Description	Amount	General Ledger Balance	Bank Balances and Reconciliation
July					
		Balance Forward		338,479.65	
7/2/2020	1551	Eileen White	(4,455.00)	334,024.65	
7/2/2020	1552	Connected Consulting	(10,802.99)	323,221.66	Bank of the West 29,548.45
7/2/2020	2047	Wendy J Strack Consulting	(2,500.00)	320,721.66	Citizens Business Bank 181,238.76
					Bank
7/2/2020	2048	Kathryn Morrison	(1,300.00)	319,421.66	O/S Checks (21,504.44)
7/2/2020	2049	John Hanson	(694.71)	318,726.95	State LAIF 256,195.97
7/2/2020	2050	Aleshire & Wynder, LLP	(2,340.00)	316,386.95	<u>\$445,478.74</u>
7/2/2020	2051	Communications Lab	(1,250.00)	315,136.95	
7/14/2020	2052	Lisa Telles Communications	(1,000.00)	314,136.95	
7/14/2020	2053	City of Placentia	(157.00)	313,979.95	
7/20/2020		Bank of the West	(52.12)	313,927.83	
7/22/2020		Citizens Business Bank	(41.95)	313,885.88	
7/22/2020		City of Stanton	5,833.09	319,718.97	
7/22/2020		City of Los Alamitos	3,926.48	323,645.45	
7/22/2020		City of Newport Beach	11,069.90	334,715.35	
7/22/2020		City of Fountain Valley	8,997.51	343,712.86	
7/22/2020		City of Villa Park	3,524.43	347,237.29	
7/22/2020		Orange County Sanitation District	7,500.00	354,737.29	
7/22/2020		City of Laguna Woods	4,250.55	358,987.84	
7/29/2020		City of Rancho Santa Margarita	6,506.47	365,494.31	
7/29/2020		City of La Palma	4,198.51	369,692.82	
7/29/2020		City of Lake Forest	8,995.82	378,688.64	
7/29/2020		City of Laguna Niguel	9,651.62	388,340.26	
7/29/2020		City of Cypress	2,179.01	390,519.27	
7/29/2020		City of Cypress	4,360.66	394,879.93	
7/29/2020		City of Laguna Beach	4,673.31	399,553.24	
7/29/2020		City of Alsio Viejo	6,593.18	406,146.42	
7/29/2020		City of Costa Mesa	13,079.65	419,226.07	
7/29/2020		City of San Clemente	9,600.68	428,826.75	
7/29/2020		City of Buena Park	8,807.79	437,634.54	
7/29/2020		City of La Habra	7,516.82	445,151.36	
7/29/2020		City of Dana Point	5,422.04	450,573.40	
7/29/2020		City of Placentia	6,693.67	457,267.07	
7/29/2020		City of Tustin	8,695.79	465,962.86	
7/29/2020		Local Agency Investment Fund	1,020.88	466,983.74	
7/31/2020	2054	CALCOG	(2,100.00)	464,883.74	
7/31/2020	2055	John Hanson	(819.45)	464,064.29	
7/31/2020	2056	Aleshire & Wynder, LLP	(1,782.00)	462,282.29	
7/31/2020	2057	Wendy J Strack Consulting	(2,500.00)	459,782.29	
7/31/2020	2058	Connected Consulting	(10,802.99)	448,979.30	
7/31/2020	2059	VOID	-	448,979.30	
7/31/2020	2060	Lisa Telles Communications	(1,000.00)	447,979.30	
7/31/2020	2061	Kathryn Morrison	(1,250.00)	446,729.30	
7/31/2020	2062	Communications Lab	(1,250.00)	445,479.30	

RETURN SERVICE REQUESTED

 ORANGE COUNTY COUNCIL OF GOVERNMENTS
 3972 BARRANCA PKWY STE J127
 IRVINE CA 92606-1204

Statement Ending 07/31/2020
Managing Your Accounts

	Phone Number	888.222.5432
	Website	cbbank.com
	Email	customersupport@cbbank.com

IMPORTANT INFORMATION ABOUT YOUR CITIZENS BUSINESS BANK AGREEMENTS

The Citizens Business Bank Disclosure Information and Agreement, along with the Business Banking Products and Services and General Fees governing your account(s), will be updated effective October 1, 2020. Please review the Addendum Information at the end of your statement carefully and note that you may not be impacted.

Summary of Accounts

Account Type	Account Number	Ending Balance
ANALYZED BUSINESS PLAN GOVERNMENT SRVCS	591004948	\$181,238.76

ANALYZED BUSINESS PLAN GOVERNMENT SRVCS-591004948
Account Summary

Date	Description	Amount
07/01/2020	Beginning Balance	\$38,445.94
	3 Credit(s) This Period	\$152,076.98
	8 Debit(s) This Period	\$9,284.16
07/31/2020	Ending Balance	\$181,238.76

Deposits

Date	Description	Amount
07/22/2020	DEPOSIT	\$45,095.96
07/29/2020	DEPOSIT	\$106,975.02
		2 item(s) totaling \$152,070.98

Other Credits

Date	Description	Amount
07/29/2020	Deposit Correction w/of 7/22 Dep for \$45,095.96 s/b \$45,101.96sm	\$6.00
		1 item(s) totaling \$6.00

Other Debits

Date	Description	Amount
07/22/2020	Account Analysis Fees	\$41.95
		1 item(s) totaling \$41.95

Checks Cleared

Check Nbr	Date	Amount	Check Nbr	Date	Amount	Check Nbr	Date	Amount
2047	07/09/2020	\$2,500.00	2049	07/06/2020	\$694.71	2051	07/08/2020	\$1,250.00
2048	07/07/2020	\$1,300.00	2050	07/08/2020	\$2,340.00	2052	07/21/2020	\$1,000.00

OUTSTANDING CHECKS		INSTRUCTIONS
		<p style="text-align: center;">PLEASE EXAMINE THIS STATEMENT AT ONCE AND IMMEDIATELY NOTIFY THE BANK OF ANY ERRORS.</p> <p style="text-align: center;">ALL ITEMS CREDITED ARE SUBJECT TO FINAL PAYMENT.</p> <ol style="list-style-type: none"> 1. Compare each paid check with your check stub or register and mark as paid. 2. Bank balance shown on front of your statement..... _____ 3. Compare any deposits shown on statement, including bank originated credits, with those entered in your check register. Add any not shown on statement..... _____ 4. Subtotal..... _____ 5. Subtract total of outstanding checks..... _____ 6. Account Balance..... _____ 7. Your check book balance..... _____ 8. Subtract any bank charges including monthly service charge or transfers you have authorized and have been deducted on this statement..... _____ 9. Adjusted check book balance..... _____ <p style="text-align: center; font-size: small;">*Denotes a point at which one or more check serial numbers are unaccounted for this statement period. It may indicate outstanding checks or checks shown on previous statements.</p>
No.	Amount	
TOTAL		

STATEMENTS AND IMAGES

Your account statement will include the following information with respect to each check paid against your account during the statement cycle: (1) the check number (2) the amount of the check; and (3) the date of the payment.
 Copies of checks can be requested by calling customer service at (888) 222-5432. Please refer to our Bank Product and Service Information for applicable fees under Research Requests.

THE FOLLOWING NOTICE CONCERNING ELECTRONIC TRANSFER APPLIES IF YOUR ACCOUNT IS MAINTAINED FOR PERSONAL, FAMILY OR HOUSEHOLD PURPOSES.

IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS CONTACT US AT:

Telephone: (888) 222-5432
 or write us at:
Citizens Business Bank P O Box 51000, Ontario, CA 91761

Contact us as soon as you can if you think your statement or receipt is wrong or if you need more information about a transfer on the statement or a receipt. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared. If you have a question concerning your statement, please be prepared to:

1. Provide your name and account number (if any).
2. Provide the dollar amount of the suspected error.
3. Describe the error or the transfer you are unsure about and clearly explain why you believe it is an error or why you need more information.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days to do this, we will credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation

ANALYZED BUSINESS PLAN GOVERNMENT SRVCS-591004948 (continued)

Checks Cleared (continued)

Check Nbr	Date	Amount
2053	07/24/2020	\$157.50

* Indicates skipped check number

7 item(s) totaling \$9,242.21

Daily Balances

Date	Amount	Date	Amount	Date	Amount
07/06/2020	\$37,751.23	07/09/2020	\$30,361.23	07/24/2020	\$74,257.74
07/07/2020	\$36,451.23	07/21/2020	\$29,361.23	07/29/2020	\$181,238.76
07/08/2020	\$32,861.23	07/22/2020	\$74,415.24		

ORANGE COUNTY COUNCIL OF GOVERNMENTS | 11244681 - DDA

<u>POST DATE</u>	<u>CHECK NBR</u>	<u>TRAN CODE</u>	<u>AMOUNT/RATE</u>	<u>TRAN TYPE</u>	<u>DESCRIPTION</u>	<u>RESULTING BALANCE</u>	<u>BATCH</u>	<u>SEQUENCE</u>	<u>TRACE NBR.</u>	<u>EFFECTIVE DATE</u>
7/2/2020	<u>1552</u>	0142	(\$10,802.99)	Check	DDA Check - DDA CHECK	\$34,055.57	5101	40595	1	7/2/2020
7/20/2020		0068	(\$52.12)	Debit	DDA DEBIT - - ACCOUNT ANALYSIS CHARGES	\$34,003.45	6800	25734	1	7/20/2020
7/30/2020	<u>1551</u>	0142	(\$4,455.00)	Check	DDA Check - DDA CHECK	\$29,548.45	5201	39930	1	7/30/2020

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
 P.O. Box 942809
 Sacramento, CA 94209-0001
 (916) 653-3001

August 03, 2020

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

ORANGE COUNTY COUNCIL OF GOVERNMENTS

TREASURER
 3972 BARRANCA PKWY
 SUITE J127
 IRVINE , CA 92606

[Tran Type Definitions](#)

Account Number: 40-30-020

July 2020 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
7/15/2020	7/14/2020	QRD	1646247	N/A	SYSTEM	944.02
7/15/2020	7/29/2020	QRD	1649712	N/A	SYSTEM	76.86

Account Summary

Total Deposit:	1,020.88	Beginning Balance:	255,175.09
Total Withdrawal:	0.00	Ending Balance:	256,195.97



PMIA/LAIF Performance Report as of 08/07/20



PMIA Average Monthly Effective Yields⁽¹⁾

Jul	0.920
Jun	1.217
May	1.363

Quarterly Performance Quarter Ended 06/30/20

LAIF Apportionment Rate ⁽²⁾ :	1.47
LAIF Earnings Ratio ⁽²⁾ :	.00004012766505335
LAIF Fair Value Factor ⁽¹⁾ :	1.004912795
PMIA Daily ⁽¹⁾ :	1.08%
PMIA Quarter to Date ⁽¹⁾ :	1.41%
PMIA Average Life ⁽¹⁾ :	191

*Revised 7/21/2020 per State Controller's Office

Pooled Money Investment Account Monthly Portfolio Composition ⁽¹⁾ 06/30/20 \$101.0 billion

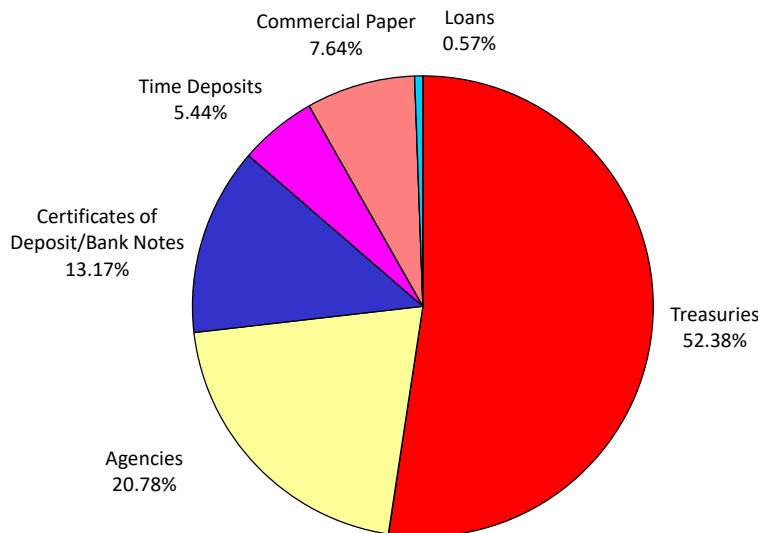


Chart does not include 0.02% of mortgages. Percentages may not total 100% due to rounding.

Daily rates are now available here. [View PMIA Daily Rates](#)

Notes: The apportionment rate includes interest earned on the CalPERS Supplemental Pension Payment pursuant to Government Code 20825 (c)(1) and interest earned on the Wildfire Fund loan pursuant to Public Utility Code 3288 (a).

Source:

⁽¹⁾ State of California, Office of the Treasurer

⁽²⁾ State of California, Office of the Controller

**Orange County Council of Governments
Cash Receipts/Disbursements Report
For the Quarter ending September 30, 2020**

Cash Receipts

Date	Payer	Description	Amount
7/22/2020	City of Stanton	CDR Fees and Dues	5,833.09
7/22/2020	Los Alamitos	CDR Fees and Dues	3,926.48
7/22/2020	City of Newport Beach	CDR Fees, Dues, and Cycle 1 Data	11,069.90
7/22/2020	City of Fountain Valley	CDR Fees, Dues and Cycle 1 Data	8,997.51
7/22/2020	City of Villa Park	CDR Fees and Dues	3,524.43
7/22/2020	Orange County Sanitation District	OCCOG Dues	7,500.00
7/22/2020	City of Laguna Woods	CDR Fees and Dues	4,250.55
7/29/2020	City of Rancho Santa Margarita	CDR Fees and Dues	6,506.47
7/29/2020	City of La Palma	CDR Fees and Dues	4,198.51
7/29/2020	City of Lake Forest	CDR Fees and Dues	8,995.82
7/29/2020	City of Laguna Niguel	CDR Fees, Dues, and Cycle 1 Data	9,651.62
7/29/2020	City of Cypress	CDR Fees and Dues	2,179.01
7/29/2020	City of Cypress	CDR Fees and Dues	4,360.66
7/29/2020	City of Laguna Beach	CDR Fees and Dues	4,673.31
7/29/2020	City of Alsio Viejo	CDR Fees and Dues	6,593.18
7/29/2020	City of Costa Mesa	CDR Fees, Dues, and Cycle 1 Data	13,079.65
7/29/2020	City of San Clemente	CDR Fees, Dues and Cycle 1 Data	9,600.68
7/29/2020	City of Buena Park	CDR Fees and Dues	8,807.79
7/29/2020	City of La Habra	CDR Fees and Dues	7,516.82
7/29/2020	City of Dana Point	CDR Fees and Dues	5,422.04
7/29/2020	City of Placentia	CDR Fees and Dues	6,693.67
7/29/2020	City of Tustin	CDR Fees and Dues	8,695.79
7/29/2020	Local Agency Investment Fund	Quarterly Interest	1,020.88
			153,097.86

Cash Disbursements

Date	Check #	Payee	Description	Amount
7/2/2020	1551	Eileen White	May, June 2020 Clerk of the Board	(4,455.00)
7/2/2020	1552	Connected Consulting	June Executive Director	(10,802.99)
7/2/2020	2047	Wendy J Strack Consulting	Strategy and Advocacy Services June 2020	(2,500.00)
7/2/2020	2048	Kathryn Morrison	Administrative Assistant June 2020	(1,300.00)
7/2/2020	2049	John Hanson	Treasurer May/June 2020	(694.71)

7/2/2020	2050	Aleshire & Wynder, LLP	Legal May 2020	(2,340.00)
7/2/2020	2051	Communications Lab	Social Media/Web Site May 2020	(1,250.00)
7/14/2020	2052	Lisa Telles Communications	General Assembly Special Events June 2020	(1,000.00)
7/14/2020	2053	City of Placentia	General Assembly Registration Refund	(157.00)
7/20/2020		Bank of the West	Bank Fees	(52.12)
7/22/2020		Citizens Business Bank	Bank Fees	(41.95)
7/31/2020	2054	CALCOG	Annual Dues	(2,100.00)
7/31/2020	2055	John Hanson	Treasurer June/July 2020	(819.45)
7/31/2020	2056	Aleshire & Wynder, LLP	Legal June 2020	(1,782.00)
7/31/2020	2057	Wendy J Strack Consulting	Strategy and Advocacy Services July 2020	(2,500.00)
7/31/2020	2058	Connected Consulting	July Executive Director	(10,802.99)
7/31/2020	2059	VOID		-
7/31/2020	2060	Lisa Telles Communications	General Assembly Special Events July 2020	(1,000.00)
7/31/2020	2061	Kathryn Morrison	Administrative Assistant July 2020	(1,250.00)
7/31/2020	2062	Communications Lab	Social Media/Web Site June 2020	(1,250.00)
				<u>(46,098.21)</u>



July 23, 2020

To the Board of Directors
Orange County Council of Governments
Irvine, California

This letter is provided in connection with our engagement to audit the financial statements of the Orange County Council of Governments (OCCOG) as of and for the year ended June 30, 2020. Professional standards require that we communicate with you certain items including our responsibilities with regard to the financial statement audit and the planned scope and timing of our audit.

Our Responsibilities

As stated in our engagement letter dated May 1, 2020, we are responsible for conducting our audit in accordance with auditing standards generally accepted in the United States of America and in accordance with *Government Auditing Standards* for the purpose of forming and expressing an opinion about whether the financial statements that have been prepared by management, with your oversight, are prepared, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit does not relieve you or management of your respective responsibilities.

Planned Scope of the Audit

Our audit will include examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. Our audit is designed to provide reasonable, but not absolute, assurance about whether the financial statements as a whole are free of material misstatement, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws or governmental regulations. Because of this concept of reasonable assurance and because we will not examine all transactions, there is a risk that material misstatements may exist and not be detected by us.

Our audit will include obtaining an understanding of the entity and its environment, including its internal control, sufficient to assess the risks of material misstatement of the financial statements and as a basis for designing the nature, timing, and extent of further audit procedures. However, we will communicate to you at the conclusion of our audit, significant matters that are relevant to your responsibilities in overseeing the financial reporting process, including any material weaknesses, significant deficiencies, and violation of laws or regulations that come to our attention.

We expect to begin our audit on approximately August 2020 and issue our report no later than December 31, 2020.

This information is intended solely for the information and use of the Board of Directors and Management of OCCOG and is not intended to be and should not be used by anyone other than these specified parties.

Respectfully,

Eide Bailly LLP

Laguna Hills, California



AGENDA ITEM #4

Resolution Adopting an Electronic Records and Signature Policy

SUMMARY

Due to the spread of the COVID-19 pandemic, public agencies are having to conduct business electronically and remotely, including by the use of digital signatures to approve agreements and other documents. The California Government Code authorizes public agencies to use digital signatures in lieu of wet signatures, provided the means used complies with the requirements the Code. The attached Electronic Records and Signature Use Policy allows OCCOG the flexibility to continue to operate efficiently during the pandemic and thereafter by accepting digital signatures that meet specified legal requirements, which signatures carry full legal effect.

BACKGROUND

The use of digital signatures has the same legal effect as manual or “wet” signatures when the means used conforms to the requirements outlined in California Government Code section 16.5. Section 16.5 specifically provides that “[i]n any written communication with a public entity . . . in which a signature is required or used, any party to the communication may affix a signature by use of a digital signature that complies with the requirements of this section.” (Govt. Code. § 16.5(a)) A “digital signature” is defined as “an electronic identifier, created by computer, intended by the party using it to have the same force and effect as the use of a manual signature.” (Govt. Code. § 16.5(d).)

Digital signature technologies have been developed to address concerns with verifying the identity of the person affixing his or her electronic signature. If a public agency decides to use digital signature, the digital signatures must also embody the following attributes:

- “(1) It is unique to the person using it.
- (2) It is capable of verification.
- (3) It is under the sole control of the person using it.
- (4) It is linked to the data in such a manner that if the data are changed, the digital signature is invalidated.
- (5) It conforms to regulations adopted by the Secretary of State (Govt. Code § 16.5(a); 2 CCR § 22002.)”

If a digital signature meets all of the above characteristics, “the use of a digital signature shall have the same force and effect as the use of a manual signature.” (Govt. Code § 16.5(a).) DocuSign is an example of a service provider that has been certified to meet the requirements of the Government Code.

The benefits of digital signatures include, but are not limited to, reductions in the use of paper, time, and costs associated with transmitting, approving, and executing physical documents. The



proposed Resolution incorporates the requirements of the Government Code described above and authorizes OCCOG to accept digital signatures for internal as well as documents with third parties.

RECOMMENDED ACTION

Approve Resolution No. 2020-03 adopting the OCCOG Electronic Records and Signature Use Policy.

ATTACHMENTS

A. Resolution No. 2020-03 entitled "A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ORANGE COUNTY COUNCIL OF GOVERNMENTS ADOPTING AN ELECTRONIC RECORDS AND SIGNATURE USE POLICY AND AUTHORIZING THE USE OF ELECTRONIC RECORDS AND SIGNATURES"

B. Electronic Records and Signature Use Policy

STAFF CONTACT

Fred Galante
OCCOG General Counsel
fgalante@awattorneys.com
(949) 223-1170

OCCOG RESOLUTION NO. 2020-03

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ORANGE COUNTY COUNCIL OF GOVERNMENTS (“OCCOG”) ADOPTING AN ELECTRONIC RECORDS AND SIGNATURE USE POLICY AND AUTHORIZING THE USE OF ELECTRONIC RECORDS AND SIGNATURES

WHEREAS, as a consequence of the spread of the COVID-19 Pandemic, public agencies are having to conduct business electronically and remotely, including by the use of video conferencing, telephone conferencing, and electronic transmission of records and signatures; and

WHEREAS, the use of electronic signatures has the same legal effect as manual or “wet” signatures; and

WHEREAS, the benefits of electronic signatures include, but are not limited to, reductions in the use of paper, time, and costs associated with transmitting, approving, and executing physical documents; and

WHEREAS, electronic signature technologies have been developed to address concerns with verifying the identity of the person affixing his or her electronic signature;

WHEREAS, OCCOG desires to implement industry best practices using electronic records and electronic signatures to effectively manage documents in accordance with California state law; and

WHEREAS, OCCOG desires to use electronic records and electronic signatures to the fullest extent allowed by law without compromising security.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the OCCOG as follows:

Section 1. The OCCOG Board hereby finds that the above Recitals are true and correct.

Section 2. The OCCOG Board hereby approves and adopts the Electronic Records and Signature Use Policy, authorizing the use and acceptance of electronic records and electronic signatures, including digital signatures, attached as Exhibit B to this Resolution.

Section 3. If any section, subsection, sentence, clause, phrase, or portion of this Resolution, or the application thereof to any person or circumstances, is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the application of any other section, subsection, sentence, clause, phrase, or portion of this Resolution, and to this end the invalid or

Exhibit A

unconstitutional section, subsection, sentence, clause, phrase of this Resolution are declared to be severable. The OCCOG Board hereby declares that it would have adopted this Resolution and each section, subsection, sentence, clause, phrase, part or portion thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases, parts or portions thereof be declared invalid or unconstitutional.

Section 4. The OCCOG Clerk of the Board shall certify as to the adoption of this Resolution and the Electronic Records and Signature Use Policy.

ADOPTED, SIGNED AND APPROVED this 27th day of August, 2020.

Trevor O'Neil, OCCOG Chair

APPROVED AS TO FORM:

Aleshire & Wynder, LLP

Fred Galante, General Counsel

I, EILEEN WHITE, Clerk of the Board of the Orange County Council of Governments, do hereby certify that said Resolution was duly and regularly adopted by the Board of Directors of the Orange County Council of Governments at a regular meeting thereof held on the 27th day of August, 2020, by the following votes:

AYES:

NOES:

ABSENT:

Eileen White
Clerk of the Board

**ORANGE COUNTY COUNCIL OF GOVERNMENTS
ELECTRONIC RECORD AND ELECTRONIC SIGNATURE USE POLICY**

A. Purpose and Intent

This Policy is intended to be used by the Orange County Council of Government to increase productivity by facilitating the proper use of electronic records and electronic signature technology to collect and preserve signatures on documents quickly, securely, and efficiently, while preserving the security and integrity of documents.

This Policy establishes when electronic signature technology may replace a hand-written signature, and encourages the use of paperless, electronic documents whenever appropriate and allowed by law. This Policy assumes the signatory has been duly authorized to sign in accordance with Orange County Council of Government rules, regulations, policies and procedures.

Although the use of electronic signatures is encouraged, this Policy does not supersede any laws that require a handwritten signature, nor does it limit the right or option of the Orange County Council of Government to conduct any business or transaction on paper or in non-electronic form.

B. Definitions

“OCCOG” means the Orange County Council of Governments.

“Digital certificate” means an electronic document issued by a certificate authority (which is required to be on the Secretary of State’s *Approved List of Digital Signature Certification Authorities* for purposes of this Policy). A “digital certificate” contains the public key for a digital signature and specifies the identity associated with the key, such as the name of an organization. The certificate is used to confirm that the public key belongs to the specific organization. Digital certificates are required in order to create a digital signature using Public Key Cryptography.

“Digital signature” means an electronic identifier, created by computer, intended by the party using it to have the same force and effect as the use of a manual signature. A digital signature is a type of “electronic signature.”

“Electronic” means relating to technology having electrical, digital, magnetic, wireless, optical, electromagnetic, or similar capabilities.

“Electronic record” means a record created, generated, sent, communicated, received, or stored by electronic means.”

“Electronic signature” means an electronic sound, symbol, or process attached to or logically associated with an electronic record and executed or adopted by a person with the intent to sign the electronic record.

“Policy” means this Electronic Record and Electronic Signature Use Policy.

“Proxy Signatures” are when Person-A authorizes Person-B to sign Person-A’s signature on his/her behalf.

“Record” means information that is inscribed on a tangible medium or that is stored in an electronic or other medium and is retrievable in perceivable form. For the purposes of this Policy, Documents or forms are records.

“Signature” means a written inscription by a person intended to show that person’s identification, authorship, approval, authorization, or certification. As used in this Policy, the term “signature” includes using initials.

“Transaction” means an action or set of actions occurring between two or more persons relating to the conduct of business, commercial, or governmental affairs.

C. Authority.

The legality of the use of electronic records and electronic signatures is governed by federal and state law, including:

- The U.S. Federal Electronic Signatures in Global and National Commerce Act (“E-SIGN”) (15 U.S.C. §§7001 *et seq.*);
- The Uniform Electronic Transactions Act (“UETA”) (California Civil Code §§1633.1 *et seq.*);
- California Government Code Section 16.5 (“Digital Signatures”); and
- California Secretary of State Digital Signature Regulations (2 C.C.R. §§22000-22005) (“Secretary of State Regulations”).

D. Applicability.

This Policy applies to all electronic records and electronic signatures used in various OCCOG documents to the extent such documents require a signature as provided by law. In such situations, affixing an electronic signature to the document in a manner consistent with this Policy shall satisfy the OCCOG’s requirements for signing a document.

E. Use of Electronic Records and Signatures.

In any internal or external OCCOG business, document, or transaction, OCCOG and any party to the business, document, or transaction, may use and accept electronic records and electronic signatures when it is operationally feasible, where technology permits, and when it is otherwise

appropriate at the discretion of OCCOG. All electronic records and electronic signatures shall be in accordance with the UETA and/or section 16.5 of the California Government Code.

F. Digital Signature Requirements

Any use of digital signatures pursuant to this policy shall conform to the requirements set forth by California Government Code section 16.5, as amended, and the requirements set forth by the Secretary of State Regulations, as amended.

Whenever a signature is required, the use of a digital signature is permitted if the digital signature meets all of the following criteria:

1. It is unique to the person using it.
2. It is capable of verification.
3. It is under the sole control of the person using it.
4. It is linked to data in such a manner that if the data are changed after the digital signature is affixed, the digital signature is invalidated.
5. It conforms to the Secretary of State's Regulations in that (without limitation) it is created by a technology that is acceptable for use by the State of California, and recited in Section (G) of this Policy.

Prior to accepting a digital signature, OCCOG shall:

1. Ensure that the level of security used to identify the signer of a document is sufficient for the transaction being conducted;
2. Ensure that the level of security used to transmit the signature is sufficient for the transaction being conducted; and
3. If a digital certificate is a required component of a digital signature transaction, OCCOG shall ensure that the certificate format used by the signer is sufficient for the security and interoperability needs of OCCOG.

These requirements enable OCCOG to ensure that the document and signature transmitted have not been modified, and that the sender of the document and the signer have been properly authenticated.

G. Acceptable Digital Signature Technology

To the maximum extent feasible, OCCOG authorizes and encourages the use of DocuSign, an approved Digital Signature Technology to affix a digital signature.

If any party is unable to use DocuSign, in accordance with Secretary of State Regulation section 22003, parties affixing digital signatures may utilize two types of acceptable digital signature technology: Public Key Cryptography and Signature Dynamics. As between the two technologies, OCCOG encourages the use of Public Key Cryptography to the maximum extent feasible. This is

because digital signatures made using Public Key Cryptography have a greater degree of verifiability and are designed to be immediately verifiable, whereas Signature Dynamics signatures are not.

To ensure these requirements are met, digital signatures must be provided using one of the certification authorities on the Secretary of State’s “Approved List of Digital Signature Certification Authorities,” available at <https://www.sos.ca.gov/administration/regulations/current-regulations/technology/digital-signatures/approved-certification-authorities/>.

If a party desires to use a digital signature product provider that is not on the Secretary of State’s list, that party must ensure that the digital signature provider obtains a digital certificate issued by a certification authority that is on the list. If a certificate is not provided by an approved certification authority, the signature will be deemed invalid.

H. Common Types of Documents

This Policy is intended to broadly permit the use of electronic signatures, but there are some circumstances in which electronic signatures cannot be used. Examples of common types of documents are listed in the following table. Staff should work with the General Counsel to determine where applicable laws permit an electronic signature to be used.

Document Type Examples	Electronic Signature Acceptable?	Notes
Memos, Forms, Letters, and other Correspondence	Yes	Electronic signature is recommended.
Contracts	Yes	Electronic signature is recommended.
Certificates, Permits	Yes, if allowed by law	Staff should work with General Counsel to determine where applicable laws permit an electronic signature to be used.
Documents Requiring Notarization	No	
Resolutions	Yes	Manual “Wet” Signature or Digital Signature is recommended.
Transactions requiring a handwritten signature, or for which an electronic signature is not enforceable by law	No	Staff should work with General Counsel to determine where applicable laws permit an electronic signature to be used.

Checks or any other forms of payment issued by OCCOG	Yes	Electronic signature is permitted; however, departments should work with General Counsel to determine where applicable laws prohibit an electronic signature from being used.
Forwarding Emails requesting an electronic signature	No	Email forwarding of an electronic signature request is prohibited.
Proxy Signatures	No	The use of proxy signatures is prohibited

I. Resolutions.

Generally, best practice requires that resolutions be signed in-person by a manual signature to the extent feasible. However, under circumstances where a manual signature cannot reasonably be obtained, such as a local, statewide, or national emergency, the use of digital signatures in compliance with section 16.5 of the Government Code and this Policy is authorized.

J. Transactions and Communications Involving Other Parties.

In the case of communications, contracts, or transactions which must be signed by outside parties, each party to the agreement must agree in advance to the use of electronic records and electronic signatures. Such consent may be withdrawn by any party at any time such that future documents requiring a signature must be manually signed.

In any contract, transaction, or communication involving OCCOG, for which the parties have agreed to the use of electronic records and electronic signatures, the parties may agree that either:

1. An electronic signature satisfies that requirement, if it is in accordance with the UETA, provided that any digital signatures used shall be in accordance with Section (E) of this Policy; or
2. Only a digital signature in accordance with Section (E) of this Policy and section 16.5 of the Government Code satisfies the requirement.

When a document is electronically signed by all parties, OCCOG should provide a copy of the electronically-signed document to the other parties in an electronic format that is capable of being retained and printed by the other parties. An electronic record is not capable of retention by the recipient if the sender or its information processing system inhibits the ability of the recipient to print or store the electronic record.

K. Storage and Archiving of Electronically-Signed Documents

All electronic records and electronic signatures shall be capable of retention and accurate reproduction by all parties or persons entitled to retain the record, transaction, or other document. Final electronic documents must be stored in a manner consistent with any applicable OCCOG document retention policies and any applicable laws.

L. Electronic Signature Solution Providers

The Executive Director will be responsible for determining acceptable electronic signature technologies and providers consistent with this Policy, then-current state legal requirements, and industry best practices, to ensure the security and integrity of the data and the signature.

M. Unauthorized Use.

Any use, execution, acceptance, or modification of an electronic signature or associated electronic record by any person in a manner that is unauthorized or not in compliance with applicable law or this Policy shall render such signature or record invalid. Any unauthorized signing of any contract, record, or other document, shall render such contract, record, or other document invalid as not fully and properly executed by OCCOG.

N. Administrative Policies and Procedures.

The OCCOG Board and/or its designee shall have the authority to amend this administrative policy and develop procedures to the extent necessary to implement the terms of this policy.



AGENDA ITEM #7

Proposed Regional Early Action Planning Grant Program (REAP) Project List

SUMMARY

In anticipation of funding the Orange County Council of Governments (OCCOG) will receive from a sub-allocation of the Regional Early Action Program (REAP) grant funds approved by the Southern California Association of Governments (SCAG), OCCOG staff is presenting a draft list of projects for Board review and input.

The list of projects proposed takes into account both formal and informal input from OCCOG member jurisdictions and stakeholders, and is intended to support the preparation of housing elements, provide jurisdictions with support on multiple ways for implementation of updated housing-related laws, and support the development of housing for low- and very low-income residents, including permanent supportive housing for our most vulnerable populations. The list of proposed projects is intended to provide support to all OCCOG member jurisdictions by offering a menu of options for OCCOG member jurisdictions to access services and tools depending on their unique needs. Not all projects will be relevant to all jurisdictions, but it is our intent that the projects proposed be accessible to all OCCOG members.

Working closely with the TAC and the OCCOG Executive Management Committee (EMC), OCCOG will prepare RFPs for consultant support for the projects listed in Attachment A, with the intent to release RFPs and be prepared to start work as soon as possible upon the Notice to Proceed (NTP) from SCAG. OCCOG will have access to approximately \$200,000 starting September 17, 2020, and the full amount of our REAP funding allocation, approximately \$3,000,000 in February 2021.

BACKGROUND

At the March 5, 2020 Southern California Association of Governments meeting, the Regional Council approved the \$23.6M in funding from the REAP to the 15 designated SCAG sub-regions consistent with the allocation shares of new housing units from the Regional Housing Needs Assessment (RHNA). Funding from the REAP is provided by [AB 101](#), which also specifies how the funds must be used and the deadline for funds to be expended.

Based on SCAG’s regional determination and the apportionment of housing units to Orange County from the RHNA methodology, SCAG staff has indicated that the OCCOG sub-region will receive approximately \$3.2M in funding via the REAP grant program sub-allocation.



SCAG is working with the sub-regions, including OCCOG, to identify projects, activities, and programs that will lead to more housing production, and have value for our member jurisdictions.

SCAG's draft Program Guidelines indicate that funding will be provided on a reimbursement basis unless special arrangements are made. The size of the REAP program and amount of funding being made available are beyond the ability of OCCOG's budget to support in a reimbursable manner. Therefore, OCCOG will be working with SCAG on the mechanism for funding that will work best for our sub-region. SCAG staff has indicated that they are open to directly paying invoices for project vendors submitted to and approved by the OCCOG for activities that have been approved by SCAG. OCCOG staff will return to the Board, hopefully as early as October 2020, with a draft Memorandum of Understanding (MOU) with SCAG to codify the relationship and ensure a timely turnaround for invoices, as well as OCCOG compliance with all grant program administrative requirements.

Since April 2020, OCCOG staff has worked closely with the OCCOG Technical Advisory Committee (TAC), the OCCOG ADU Working Group, OCCOG Executive Management Committee (EMC), OCCOG ex-officio partners, the Orange County City Managers Association (OCCMA), and the County of Orange, as well as SCAG staff, to develop a draft plan for using the funds provided via the SCAG Regional Council's February action. It has always been OCCOG's intent to make our proposed project list as inclusive of possible and, as a regional program, to deliver value to our member jurisdictions and partners.

At the August 4, 2020 Technical Advisory Committee (TAC), OCCOG staff presented a refined list of proposed projects for feedback, and was requested to develop a formal survey mechanism. The survey was shared broadly and OCCOG received 34 responses to the survey, representing 27 different OCCOG jurisdictions, three ex-officio partners, and the County of Orange. The survey responses are attached for your review.

Subsequent to the TAC meeting, OCCOG staff corresponded and met multiple times with SCAG staff, and have received the Draft REAP Program Guidelines, which will guide our application to SCAG for funding for the projects approved by the Board. Importantly, both the Department of Housing and Community Development and Notice of Funding Availability (NOFA) and the SCAG REAP Program Guidelines prohibit the direct allocation of funding to local jurisdictions.

As a consequence of the feedback, and affirmation from SCAG that direct funding allocations to jurisdictions are not an option, OCCOG has refined the list of projects to focus on three main areas of support: housing production planning support, housing trust support, and RHNA support. OCCOG has adjusted the proposed funding allocations to be able to execute each project, meet REAP program deadlines, and ensure that deliverables are produced.



Attachment A provides a summary of the proposed projects and funding. More details, including projected deliverables are below:

HOUSING PRODUCTION PLANNING SUPPORT (\$210,000)

NEW! Model Ordinance Development (\$50,000)

Based on suggestions received from survey respondents, OCCOG has added an additional proposed project to support jurisdictions as they navigate myriad new housing laws to ensure local ordinances are compliant, or to assist jurisdictions to develop model local ordinances intended to hasten housing production. Examples could include:

- Motel Conversions
- Inclusionary Zoning
- ADUs
- Other

Housing Production Collateral Materials Development (\$10,000)

With input from the OCCOG TAC and EMC, produce “ADU How-To” manual (to be printed by jurisdictions) to communicate with residents interested in building ADUs. Deliverables: 1) Detailed “ADU How-To” manual that residents can use when exploring whether they want to build an ADU/JADU. Topics may include eligibility requirements, FAQs, checklist, contact information, resources, etc. 2) Single page grab-and-go “ADU How-To” handout with information on ADU resources. 3) Other housing-related informational materials as required.

Pre-Approved ADU Designs/Plans (\$100,000)

Working through OCCOG TAC and/or an ad hoc committee, develop a scope of services and seek proposals via an RFP process. Provide approximately 5 pre-approved design plans for ADUs that residents can select to expedite their application for building an ADU and lower their costs to build the ADU.

Public Engagement (0)

Based on feedback from the survey, OCCOG is proposing to remove this project from further consideration.

ADU How-To Website (\$25,000)

Create a robust interactive “ADU How-To” website similar to <https://napasonomaadu.org> or <https://secondunitcentersmc.org> for Orange County.



Housing Videos (\$25,000)

Create 10-12 90-second videos to help residents demystify housing policy and learn about ADUs. Smaller “snackable” length snippets can be used for social media and OCCOG e-news. Proposed videos were presented to the Board at the [May 28, 2020 board meeting](#).

RHNA Support (\$2,000,000)

Staff Augmentation (\$750,000)

Provide jurisdictions access to a bench of consultants for staff augmentation. OCCOG will work closely with the TAC to develop a scope of services and will request TAC participation in consultant selection, once the Board has approved the release of the RFP. Types of consulting services could include, but is not limited to:

- Support housing element preparation including site selection and rezoning
- Additional planning counter staff to help expedite housing permits
- Public engagement
- Provide support to residents for ADUs
- Update Local Coastal Plans related to housing and the 6th cycle
- Infrastructure planning that prioritizes infill development

Countywide GIS-based Site Selection Support (\$800,000)

Online tool for jurisdictions to identify RHNA-compliant housing sites. Includes overlays to assist jurisdictions to determine the most efficient locations to site housing, such as those with lowest per capita vehicle miles traveled and highest access to transit, jobs and other opportunities, as well as quantifying parking impacts, and impacts to disadvantaged communities. OCCOG understands that this tool is most impactful if it is developed quickly, and staff intends to bring forward an RFP for Board approval at our September 2020 Board meeting.

Housing Site Planning Visualization Tool (\$450,000)

Web-based tool for visualizing opportunities for site development and enhancing public communication. The tool will use the information from the GIS-based tool but then add detail, allowing residents, developers and decision-makers to see the nature of a proposed development earlier in the process than is currently standard practice. OCCOG intends to work with the TAC to develop an application for jurisdictions who wish to make use of this service.

Support for OC Housing Trusts (\$987,000)

There was strong support to provide funding to the Orange County housing trusts with 54% of survey respondents indicating this was one of their top three REAP funding priorities. In



extensive conversations with the County of Orange, OCCMA, the ACC-OC Housing Committee, OCCOG EMC and TAC, and others, OCCOG staff heard wide support for this concept, especially if it could offset needed financial support from local jurisdictions.

Based on discussions with the housing trusts and with SCAG staff, as well as OCCOG member jurisdictions and the County of Orange, OCCOG is proposing tailored support for each of Orange County's two housing trusts. Orange County Housing Trust is requesting support for their strategic planning activities and efforts to become certified by the Department of Treasury as a Community Development Entity and subsequently a Community Development Financial Institution. In contrast, the Orange County Housing Finance Trust is requesting that OCCOG use REAP program dollars to fund their operations for the next two years. This request would require a modification to SCAG's proposed REAP Program Guidelines. See Attachments B and C for a more detailed outline of the request for support from each trust.

How OCCOG Plans to Implement the REAP Program

As we have throughout the development of the project list, OCCOG will continue to work closely with our members in implementing the REAP program. It has been several years since OCCOG has had the opportunity to administer a project as complex as the REAP program. It is important that we meet all program guidelines in our application process, follow all procurement protocols, and use project management best practices. It is also important that we maintain an open and transparent process for how we are administering the projects and communicate effectively with member jurisdictions about how they can benefit from REAP projects. For this reason, OCCOG staff plans monthly updates to the TAC and EMC, and will continue to seek input and guidance from the Board. The REAP program will allow OCCOG to demonstrate operational efficiency, deliver value to our members, and support housing production in Orange County.

Additional information about the REAP can be found on the Housing and Community development (HCD) website at the following URL: <https://www.hcd.ca.gov/grants-funding/active-funding/reap.shtml - activities>

Information about the SCAG Regional Council Action is found here: http://www.scag.ca.gov/committees/CommitteeDocLibrary/EAC_fullagn030520.pdf



RECOMMENDED ACTION

Approve the list of projects for OCCOG to submit to SCAG for funding under the REAP grant program, as presented or amended. Approve letter to SCAG regarding requested changes for the REAP Program Guidelines. Direct staff to begin work on the Memorandum of Understanding with SCAG regarding the REAP grant program. Direct staff to prepare OCCOG's REAP application(s), Scopes of Work, and Requests for Proposals immediately upon the opening of the application period September 17, 2020, in consultation with the TAC and under direction of the Executive Management Committee, with the understanding that staff will return to the Board for approval of same as expeditiously as possible.

ATTACHMENTS

- A. DRAFT List of proposed REAP projects for OCCOG sub-region.
- B. Proposal from Orange County Housing Trust (OCHT)
- C. Proposal from Orange County Housing Finance Trust (OCHFT)
- D. OCCOG REAP Project List Survey Responses
- E. DRAFT letter to SCAG with requested changes to DRAFT REAP Program Guidelines
- F. DRAFT SCAG REAP Program Guidelines

STAFF CONTACT

Marnie O'Brien Primmer
OCCOG Executive Director
949-698-2856
marnie@occog.com



ATTACHMENT A

Proposed List of REAP Grant Program Projects for OCCOG Sub-region

Project	Description	Proposed Allocation
HOUSING PRODUCTION SUPPORT	"ADU How-To" toolkit including: <ul style="list-style-type: none"> • Website • Videos, • Collateral (printed by jurisdictions) • Pre-approved ADU plans Support developing housing-related ordinances such as: <ul style="list-style-type: none"> • Motel Conversion • Inclusionary Zoning • ADUs • Other 	\$210,000
HOUSING TRUST SUPPORT	<ul style="list-style-type: none"> • Support strategic planning and certification activities of OCHT • Support for consultant and staff resources for OCHFT for 2 years 	\$987,000
RHNA SUPPORT		2,000,000
Staff Augmentation	Access to on-call consultant services to support individual jurisdiction needs. Potential consultant support could include: <ul style="list-style-type: none"> • Housing element preparation including site selection and rezoning • Additional planning counter staff to help expedite housing permits • Public engagement, outreach, and/or meeting facilitation • Provide support to residents for ADUs • Update Local Coastal Plans related to housing and the 6th cycle • Infrastructure planning that prioritizes infill development 	



	<ul style="list-style-type: none"> • EIR preparation support for housing projects • Conduct feasibility or parking studies related to accelerating housing production 	
*Countywide GIS-based Site Selection Support	Online tool for jurisdictions to identify RHNA-compliant housing sites. Includes overlays for parking availability/impacts, VMT, GHG emissions, ADUs, EJ, jobs rich and transit rich areas, etc.	
Housing Site Planning Visualization Tool	Web-based tool for visualizing specific site development opportunities	
TOTAL		\$3,197,000

*OCCOG has confirmed SCAG is not providing this tool region-wide, rather this tool will augment data that will be provided by SCAG.



Sent via email

August 19, 2020

Marnie O'Brien Primmer
Executive Director
Orange County Council of Governments

Re: OCCOG REAP Housing Trust Projects

Dear Ms. Primmer:

In response to your request, I offer the following proposal in connection with the OCCOG REAP Housing Trust Projects:

Project Name: OCHT-CDFI/CDE Certification Project

Project Description: In order to facilitate increased capital funding for affordable housing production, the Orange County Housing Trust would like to develop a strategic plan supporting OCHT to become certified by the Department of Treasury as a Community Development Entity and subsequently a Community Development Financial Institution. Certification as a CDE would allow eligibility to compete for New Markets Tax Credits; Certification as a CDFI would allow eligibility to compete for Capital Magnet Funds. The immediate deliverables would be to develop its strategic plan, secure certification as either a CDE, and to apply for a New Markets Tax Credit award or as a CDFI and apply for Capital Magnet Fund. Expenses to support funding would include:

Use of Funding:

Fund Consulting CDE/CDFI Certification:	\$ 9,600
Fund Consulting NMTC/CMF Application:	18,000
Strategic Planning Consultant:	25,000
Temporary Staff to work with consultants:	<u>35,000</u>
	\$ 87,600

Please let us know if we can provide you with any additional information, and thank you for your consideration.

Sincerely,
Orange County Housing Trust

A handwritten signature in cursive script, reading "Helen O'Sullivan".

Helen O'Sullivan
Executive Director

Orange County | Housing Finance Trust

August 19, 2020

Ms. Marnie O'Brien Primmer
Orange County Council of Governments
3972 Barranca Pkwy. Suite J127
Irvine, CA 92606

RE: REAP Funding Request Proposal

Dear Ms. Primmer,

The Orange County Housing Finance Trust (Trust), was established by legislation as a regional Joint Power Authority consisting of 23 member cities and the County of Orange representing over 80% of the population in Orange County. The Trust has a singular purpose: to strengthen the communities of Orange County by financing the development of affordable and supportive housing.

Just one year after their first Board Meeting, seven housing developments were awarded the funds needed to move forward and create 467 new affordable and supportive housing units scattered throughout the County of Orange. Capital funding came from County and State funding sources. The Trust continues to explore and pursue various other sources of capital funding to promote its mission.

The Regional Early Action Planning Grant Program (REAP) overview states, *"Increasing the availability of affordable homes statewide is critical to bettering the quality of life of all Californians and to ending homelessness. REAP provides one-time grant funding to regional governments and regional entities for planning activities that will accelerate housing production and facilitate compliance in implementing the sixth cycle of the Regional Housing Needs Allocation."* Again, the Trust's sole purpose is to financially support the development of affordable housing in Orange County and it has demonstrated success in doing so.

Section I.d.I. of HCD's REAP NOFA states, "Staff and overhead costs directly related to carrying out the eligible activities are "activity costs" and not "administrative costs.'" The Trust has an annual operating budget of \$450,000, all of which goes towards the provisioning of new affordable housing units in the County. These operating expenses are for consultants and to

reimburse the County of Orange through a Memorandum of Understanding (MOU) agreement for County staff time spent directly on work performed for the Trust.

The following Trust staff functions are identified below.

1. Trust Manager (contract)
2. Administrative Assistant (contract)
3. Trust Counsel (MOU with County)
4. Clerk of the Trust (MOU with County)
5. Audio/Video Staff (MOU with County)
6. Treasurer (MOU with County)
7. Auditor-Controller (MOU with County)
8. Development Services (MOU with County)
9. Financial Consultant (contract)
10. Auditing Consultant (contract)
11. Advocacy/Lobbying (contract)
12. Marketing & Communication Services (contract)

The Trust requests that OCCOG approve an allocation of REAP funding to cover the Trust's expenses for private and contract consultants identified in the Trust budget. It is understood that REAP funding must be spent by June 2023. Therefore, the Trust requests \$1,000,000 in REAP funding for the purposes stated above.

Unlike municipalities and other jurisdictions, the administrative costs of the OCHFT directly result in the funding and development of housing units. Therefore, the operation of the OCHFT itself is an eligible activity and all costs associated with the OCHFT should be considered eligible costs. We would like a small modification to SCAG's REAP Subregional Partnership Program Guidelines to allow for the funding of the OCHFT as an eligible activity and the operational costs of the OCHFT as eligible costs under the REAP program in accordance with HCD's REAP NOFA.

We propose adding a bullet point to the list of eligible activities in Section 3c of the Subregional Partnership Program Guidelines to read:

- Operations of existing regional or countywide housing trust fund for affordable housing.

If approved, the deliverable for the allocation of this REAP funding will be capital funding letters of commitment from the Trust to various developers that will create 400-500 new affordable and supportive housing units per year all of which will be restricted to households earning 30% area median income and below. This helps fulfill the RHNA requirements of the County of Orange and the Trust member cities. It lessens the financial burden of cities in these hard economic times and allows the Trust to encourage the remaining cities in Orange County to join the Trust at no cost and continue to strengthen the Trust as a strong regional collaborative

entity addressing the most vulnerable populations during this affordable housing crisis. The Trust looks forward to partnering with OCCOG in achieving our common goal of meeting the housing needs of our residents.

If you should have any questions, please feel free to contact me.

Sincerely,

Adam B. Eliason

Adam B. Eliason (Aug 20, 2020 11:36 PDT)

Adam B. Eliason

Trust Manager

(909) 706-7193

aeliason@ochft.org






OCHFT REAP Funding Request 08.19.2020

Final Audit Report

2020-08-20

Created:	2020-08-20
By:	ADAM ELIASON (adam@civicstone.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAACo5ocJZljuVWlycCMwu7XLmNwqEoBcLD

"OCHFT REAP Funding Request 08.19.2020" History

-  Document created by ADAM ELIASON (adam@civicstone.com)
2020-08-20 - 6:34:20 PM GMT- IP address: 68.5.183.186
-  Document emailed to Adam B. Eliason (aeliason@ochft.org) for signature
2020-08-20 - 6:34:57 PM GMT
-  Email viewed by Adam B. Eliason (aeliason@ochft.org)
2020-08-20 - 6:35:36 PM GMT- IP address: 68.5.183.186
-  Document e-signed by Adam B. Eliason (aeliason@ochft.org)
Signature Date: 2020-08-20 - 6:36:09 PM GMT - Time Source: server- IP address: 68.5.183.186
-  Signed document emailed to Adam B. Eliason (aeliason@ochft.org) and ADAM ELIASON (adam@civicstone.com)
2020-08-20 - 6:36:09 PM GMT

2020 REAP Grant Program Project List

	1	2	3	4	5	6	7	8	9	OCCOG SHOULD NOT INCLUDE THIS PROJECT.	TOTAL
Support for Orange County Housing Trusts, in particular supporting administrative and operational activities of the trusts and reducing contributions from member jurisdictions.	38.71% 12	6.45% 2	9.68% 3	3.23% 1	9.68% 3	9.68% 3	3.23% 1	0.00% 0	9.68% 3	9.68% 3	31
Pre-approved Plans for ADUs to expedite permits and lower costs for residents wishing to build an ADU.	6.45% 2	22.58% 7	6.45% 2	16.13% 5	19.35% 6	0.00% 0	6.45% 2	0.00% 0	0.00% 0	22.58% 7	31
"ADU How-To" written materials available at jurisdiction locations.	6.67% 2	6.67% 2	13.33% 4	10.00% 3	6.67% 2	20.00% 6	6.67% 2	3.33% 1	10.00% 3	16.67% 5	30
"ADU How-To" public workshops around Orange County.	0.00% 0	3.45% 1	6.90% 2	6.90% 2	3.45% 1	10.34% 3	17.24% 5	20.69% 6	6.90% 2	24.14% 7	29
"ADU How-To" website similar to napasonomaadu.org or secondunitcentersmc.org	6.67% 2	16.67% 5	6.67% 2	13.33% 4	6.67% 2	13.33% 4	6.67% 2	10.00% 3	3.33% 1	16.67% 5	30
Housing policy and ADU videos for use on individual jurisdiction websites, emails, and social media.	6.67% 2	3.33% 1	13.33% 4	6.67% 2	26.67% 8	6.67% 2	16.67% 5	6.67% 2	0.00% 0	13.33% 4	30
Access to on-call consultant resources provided by OCCOG to provide jurisdictions with staff augmentation in support of jurisdictions' preparation of housing elements, public engagement, expedited permitting, provide support for ADUs, etc.	12.90% 4	9.68% 3	12.90% 4	16.13% 5	6.45% 2	6.45% 2	3.23% 1	12.90% 4	9.68% 3	9.68% 3	31
Countywide GIS-based online tool for jurisdictions to use to identify housing sites to meet their RHNA allocation. Includes overlays that identify parking availability/impacts; VMT; GHG emissions; ADUs; and defined disadvantaged communities and jobs rich and transit rich areas; etc.	16.13% 5	16.13% 5	16.13% 5	6.45% 2	6.45% 2	9.68% 3	9.68% 3	6.45% 2	0.00% 0	12.90% 4	31
Technology-driven tool for visualizing opportunities for site development and enhancing public communication.	6.45% 2	16.13% 5	12.90% 4	22.58% 7	6.45% 2	3.23% 1	6.45% 2	9.68% 3	9.68% 3	6.45% 2	31

2020 REAP Grant Program Project List

	OCCOG SHOULD NOT INCLUDE THIS PROJECT.	LESS THAN \$50,000	\$50,000-\$99,999	\$100,000-\$249,999	\$250,000-\$499,999	\$500,000-\$999,999	\$1,000,000+	TOT
Support for OC Housing Trusts	10.71% 3	3.57% 1	17.86% 5	14.29% 4	10.71% 3	14.29% 4	28.57% 8	
Pre-approved ADU plans	22.58% 7	12.90% 4	35.48% 11	22.58% 7	6.45% 2	0.00% 0	0.00% 0	
"ADU How-To" written materials	13.33% 4	46.67% 14	23.33% 7	16.67% 5	0.00% 0	0.00% 0	0.00% 0	
"ADU How-To" public workshops	16.67% 5	46.67% 14	20.00% 6	16.67% 5	0.00% 0	0.00% 0	0.00% 0	
"ADU How-To" website	13.33% 4	40.00% 12	30.00% 9	10.00% 3	6.67% 2	0.00% 0	0.00% 0	
Housing policy and ADU videos	6.67% 2	50.00% 15	26.67% 8	13.33% 4	0.00% 0	3.33% 1	0.00% 0	
Access to on-call consultant resources (aka staff augmentation)	9.68% 3	6.45% 2	16.13% 5	19.35% 6	12.90% 4	22.58% 7	12.90% 4	
Countywide GIS-based online tool for site selection to accommodate RHNA	12.90% 4	3.23% 1	6.45% 2	29.03% 9	29.03% 9	16.13% 5	3.23% 1	
Technology-driven visualization tool to support site development	9.68% 3	6.45% 2	12.90% 4	32.26% 10	19.35% 6	9.68% 3	9.68% 3	

2020 REAP Grant Program Project List

#	OTHER (PLEASE SPECIFY)	DATE
1	We recommend that each City in Orange County be allocated % of REAP funds to directly hire an "on call" consultant to address housing needs and further housing production. Use the OCCOG TAC as a forum for sharing REAP projects, pulling resources, and partnering together on common projects. Generally, we believe most ADU product/workshops are best produced and tailored for individual city needs. The City of Santa Ana is presently reviewing responses to RFPs to produce videos to help the public on the permit process and requirements, including ADUs. We anticipate releasing an RFP next month for consultants to develop ADU prototypes, most relevant to Santa Ana. We are happy to share our work to benefit others.	8/19/2020 4:39 PM
2	Distribute funds to Cities for ADU Fee Waiver Programs Reimbursement	8/19/2020 11:48 AM
3	Creation of a boilerplate agreement/ covenant agencies can use to establish affordability covenants with property owners for ADUs.	8/19/2020 11:40 AM
4	Sub-allocating funds directly and equitably to jurisdictions in the form of planning grants that will accommodate the development of housing and infrastructure that accelerate housing production.	8/18/2020 1:40 PM
5	Add some \$\$ for countywide outreach regarding RHNA obligations and requirements for compliance with state regulations.	8/17/2020 2:45 PM
6	Need more information on Technology driven visualziation tool. If this could be used to pay for licensing costs for Esri's Urban Footprint for each jurisidiction, this would be great.	8/14/2020 4:35 PM
7	(1) Provide funds for local jurisdiction staff augmentation for efforts to rezone for RHNA allocations and the associated costs for environmental review (CEQA), and funds for local jurisdiction staff augmentation for efforts to update Local Coastal Plans related to housing and the 6th cycle. (2) Feasibility studies to determine the most efficient locations to site housing, such as those with lowest per capita vehicle miles traveled and highest access to jobs and other opportunities. (3) Infrastructure planning that prioritizes infill development.	8/13/2020 10:55 AM

Q3 Other than the projects proposed above, what other projects would you like to see considered? As a reminder here are the eligible project types for REAP funding: <https://www.hcd.ca.gov/grants-funding/active-funding/reap.shtml#>:

Answered: 12 Skipped: 20

#	RESPONSES	DATE
1	Best practices for TDM measures and parking management to facilitate TOD and multi family development	8/19/2020 4:39 PM
2	No other suggestions at this time	8/19/2020 4:27 PM
3	N/A	8/19/2020 12:23 PM
4	legislative advocacy, fund a professional facilitator to assist with community discussions	8/19/2020 10:24 AM
5	HCD-Approved Standardized Methodology for counting ADUs towards RHNA/Site Inventory Analysis and determining standardized ADU Affordability	8/18/2020 4:14 PM
6	Sub-allocating funds directly and equitably to jurisdictions in the form of planning grants that will accommodate the development of housing and infrastructure that accelerate housing production.	8/18/2020 1:40 PM
7	staffing support for when housing elements get to state level and potential back and forth negotiations begin - someone that knows that staff and works with them would be immensely helpful	8/18/2020 11:31 AM
8	Grants to local jurisdictions for planning grants-Activities SB2 or LEAP Funds didn't quite cover.	8/18/2020 10:48 AM
9	inclusionary housing form ordinance and applicable in lieu fee formulas	8/17/2020 2:45 PM
10	Staff Augmentation is helpful, but it could be more efficiently used if funds can be directed to each jurisdiction to hire or pay for own contract staff dedicated to city. Each jurisdiction and their codes, policies, etc are unique; it may take more time to train a shared on-call consultant to assist with staff augmentation than the benefit we receive.	8/14/2020 4:35 PM
11	(1) Provide funds for local jurisdiction staff augmentation for efforts to rezone for RHNA allocations and the associated costs for environmental review (CEQA), and funds for local jurisdiction staff augmentation for efforts to update Local Coastal Plans related to housing and the 6th cycle. (2) Feasibility studies to determine the most efficient locations to site housing, such as those with lowest per capita vehicle miles traveled and highest access to jobs and other opportunities. (3) Infrastructure planning that prioritizes infill development.	8/13/2020 10:55 AM
12	Investment in homeownership	8/13/2020 10:28 AM

Q4 Is there anything else you want OCCOG to know about how you think we should use these one-time REAP dollars to benefit our county?

Answered: 10 Skipped: 22

#	RESPONSES	DATE
1	The GIS proposed project could duplicate other State and regional database tools. Thus, we encourage a smaller amount of funds for that effort. Consider AdHoc OCCOG TAC Committee to refine SCAG all approved REAP project scopes, and share with OCCOG TAC.	8/19/2020 4:39 PM
2	The County of Orange recommends the use of \$1,000,000 of REAP funds towards the housing trusts. This recommendation comes in light of the cities' strong support of the OCHFT and the regional benefit of this allocation.	8/19/2020 4:27 PM
3	N/A	8/19/2020 12:23 PM
4	Preparation and adoption of a legally defensible Housing Element is our priority. Due to budget constraints, we are challenged to fund our Housing Element effort to the extent that we would like to in order to ensure a quality outcome. Funding for the effort, to assist in staffing and consulting efforts, would have the most far reaching impact on facilitating the development of housing in our City.	8/19/2020 11:28 AM
5	REAP dollars should be used to augment rather than duplicate individual jurisdictions' SB 2 and LEAP projects. Also, some of the REAP projects would need to be completed relatively soon to be beneficial to jurisdictions.	8/19/2020 10:16 AM
6	ADUs are, or will likely be, slightly different between jurisdictions and several jurisdictions already upset at State removal of police powers to regulate ADUs will not seek furtherance of ADU creation. Hence, there likely will not be uniformity in ADU plans, policy, or desire. Many cities have already embarked on hiring consultants to create their Housing Element Updates, hence the materials that would be provided may arrive to late or have already been paid for.	8/18/2020 1:40 PM
7	Similar to ADUs, conversion of motels to SROs could provide additional housing units; tools to encourage and assist with motel conversions could benefit some communities with high housing prices.	8/17/2020 2:45 PM
8	See response to Question 3.	8/14/2020 4:35 PM
9	Thank you for your efforts and for providing the survey. Please ensure there is no duplication of work with SCAG's efforts.	8/13/2020 10:55 AM
10	Investment in homeownership	8/13/2020 10:28 AM



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August XX, 2020

Ms. Ma'Ayn Johnson
Southern California Association of Governments
[ADDRESS]

Subject: OCCOG Comments on Draft Regional Early Action Planning Grant Program Guidelines

Dear Ma'Ayn,

Thank for you for providing the Orange County Council of Governments with the opportunity to review and comment on the draft Regional Early Action Planning (REAP) Grant Program Guidelines. This important funding source will enable OCCOG to provide much needed support to our member jurisdictions as they work towards updating their housing elements and seek to bring more housing to Orange County.

Attached you will find detailed comments from OCCOG regarding the draft document you provided. I wanted to call your attention to our top three issues for your consideration:

1. **Broader support for Housing Trusts.** As you are aware, Orange County has two housing trusts that are working diligently to bring more housing for low- and very low-income residents, as well as permanent supportive housing, to support our most vulnerable population. In our recent survey of our members, 54% of our respondents ranked support for our housing trusts as a top priority for use of OCCOG's REAP funding. OCCOG encourages SCAG to add an additional eligible activity to support housing trusts to include their operational activities, which are geared by their very nature to support the goals of the REAP program. For greater detail on this request, please see the letter provided by Adam Eliason of the Orange County Housing Trust, attached.
2. **Align reimbursement dates for eligible activities with HCD's NOFA.** OCCOG understands that SCAG will be administering this REAP sub-allocation program and that you have discretion over the terms and expectations for the program. However, the Department of Housing and Community Development (HCD) in its Notice of Funding Availability (NOFA) provided guidelines about the start date for project eligibility and the requirements for when all projects must be complete and documentation provided. Thus, OCCOG urges SCAG to align your milestones and dates of project eligibility for reimbursement with HCD's NOFA, and projects should be eligible for reimbursement on October 1, 2019. SCAG should accept invoices through July 31, 2023 to allow work to complete by June 30, 2023.



3. **Clarity of Requirements.** OCCOG appreciated SCAG’s willingness to work with your sub-regions to develop the REAP sub-allocation program. We understand that before SCAG will approve an application from a sub-region for a project(s) that we must enter into a Memorandum of Understanding (MOU) with SCAG regarding the REAP Program. The draft guidelines indicate that SCAG will begin accepting applications on September 17, 2020. When will SCAG make the MOU available for sub-regions to review? For us to be successful, we will require as much detail as SCAG can provide regarding reporting requirements and documentation as early in the process as possible. We have asked several clarifying questions in the attached draft guidelines feedback, and I want to especially call out these items;
- a. How will jurisdictions need to document the work of employees related to REAP?
 - b. Will projects be eligible to be funded from Phase 1 and 2 funds? Will separate applications be required for each Phase or is a single application acceptable?
 - c. Will OCCOG be required to enter into a binding partnership agreement with non-member jurisdictions who wish to access projects under our REAP program? If so, could SCAG provide a template for such agreements to ensure it meets SCAG’s standards.

OCCOG looks forward to partnering with SCAG to deliver the program of projects that have been approved by the OCCOG Board of Directors August 27, 2020. The list of projects is attached for your reference. We will continue to work closely with SCAG staff to submit our applications as expeditiously as possible and to manage the program of projects according to the requirements set up by SCAG for procurement, management, accounting, and reporting. If you have any questions or concerns regarding this matter please do not hesitate to contact me at marnie@occog.com or 949-698-2856.

Sincerely,
Orange County Council of Governments

Marnie O. Primmer
Executive Director

Encl: i. Draft REAP Program Guidelines, annotated
ii. Letter from Orange County Housing Finance Trust
iii. List of approved OCCOG REAP projects

Cc: OCCOG Board of Directors
Kome Ajise, SCAG
file

Regional Early Action Planning (REAP) Subregional Partnership Program Guidelines

Table of Contents

Section 1..... 2
 Program Objectives..... 2
Section 2..... 3
Background 3
 3a. Eligible Applicants/ Sub-Allocation Methodology..... 4
 3b. Eligible Recipients 5
 3c. Eligible uses and activities 5
 3d. Ineligible Activities 7
Section 4..... 7
 4a. Application 7
 4b. Assessment Criteria 8
Section 5..... 8
 5a. Implementing Agencies..... 8
 5b. Administrative fee..... 9
 5c. Expenditure period..... 9
 5d. Reimbursement 10
Section 6..... 10
 6a. Reporting Requirements 10
 6b. Metrics 10
Section 7..... 11
 7a. Technical assistance 11
 7b. Timeline 11
List of Attachments 11
Attachment 1: Application 12
Attachment 2: Alignment with Regional Planning Priorities 18
Attachment 3: Subregional Partnership Program Sub-allocation and List of Subregional Partners and Jurisdictions 20

REAP Subregional Partnership Program Guidelines

Section 1

Program Objectives

The Regional Early Action Program (REAP) Subregional Partnership Program is intended to increase planning to accelerate housing production throughout the SCAG region, increasing housing supply to meet the sixth cycle regional housing needs assessment (RHNA), and have a net-positive effect on housing supply by increasing housing planning. The Subregional Partnership program has been designed to augment and complement funds that are awarded to jurisdictions by the California Department of Housing and Community Development (HCD) pursuant to Senate Bill 2 Planning Grants and the Local Early Action Program (LEAP).

Additional objectives for the Subregional Partnership Program were developed from SCAG's program framework for REAP funding, as reviewed by the Regional Council at its October 3, 2019 meeting. These objectives include:

- 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, and
- 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 jurisdictions that are designated by HCD as "pro-housing", pursuant to AB (Assembly Bill) 101 (2019), 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

Based on these broader objectives, the Southern California REAP program aims to align investment in housing planning and production with the RHNA allocation while building subregional capacity to coordinate these goals. The emphasis on subregional partnerships is integral to this program area of REAP funding. While other programs provide technical assistance directly to local jurisdictions and other stakeholders, this program relies on subregional partnerships to encourage a cross-jurisdiction approach to the housing crisis while considering local needs and opportunities. This subregional partnership approach creates a means for local efforts to align with SCAG's regional plans and implement the broader goals of the Connect SoCal Plan.

Section 2

Background

The REAP is one of two one-time planning programs enacted with the State 2019-20 Budget Act. The LEAP (Local Early Action Program) program is a formula grant program cities and counties are eligible for based on population size.¹ Councils of government (COGs) such as SCAG are eligible for REAP program awards of planning funds of fixed amounts for planning activities that will accelerate housing production and facilitate compliance in implementing a jurisdiction's 6th cycle Regional Housing Needs Assessment (RHNA).

The REAP program authorizes subregional partnerships and encourages inter-governmental collaboration on projects that have a broader regional impact on housing. SCAG is eligible to administer \$47 million in REAP funding for activities to support local governments and stakeholders in housing planning. SCAG intends to administer the REAP funds through a combination of direct technical assistance, including housing element data components and policy assessments, subregional partnerships, community-based partnership grants in collaboration with philanthropic organizations, and Sustainable Communities Strategy Integration competitive grants to local jurisdictions or entities serving single or multiple jurisdictions.

Of the \$47 million SCAG is eligible for, up to 50 percent of this amount will be allocated, or approximately \$23 million, to fund subregional partnership projects. Qualifying projects will be authorized by SCAG subsequent to a consultation and application process. Funds are available on a reimbursement basis, requiring completed contractual deliverables. For the most part, approved projects and activities will be reimbursed directly by SCAG.

The planning activities are required to accommodate the development of housing and supportive infrastructure that will accelerate housing production in a way that aligns with state planning priorities, housing, transportation, equity, and climate goals and regional priorities.

¹ As of this writing LEAP applications are due January 31, 2021 and will not be available for applications after that date.

Section 3

3a. Eligible Applicants/ Sub-Allocation Methodology

Eligible applicants for Subregional Partnership Program funding are limited to agencies designated as subregions under this program. While most of SCAG's fifteen defined subregional entities are considered as subregions for this program, several jurisdictions have membership in more than one subregion. Additionally, several jurisdictions span more than one subregion. To address these unique circumstances, the designated subregions and thus eligible program applicants are:

Coachella Valley Association of Governments	Orange County COG (Council of Governments)
Gateway Cities COG	San Bernardino COG
Imperial County Transportation Commission	San Fernando Valley COG
Las Virgenes-Malibu COG	San Gabriel Valley COG
City of Los Angeles	South Bay Cities COG
County of Los Angeles	Ventura COG
County of Riverside	Westside Cities COG
North Los Angeles County	Western Riverside COG

Except for the entities listed above, funding will not be made available directly to local jurisdictions for this program. A full list of subregional assignment by jurisdiction for this program is included in attachment 3.

Based on the Regional Council action of March 5, 2020, approximately \$23,736,000 of REAP funds available to SCAG can support local partnerships implementing eligible activities, leveraging SB 2 Planning Grants and local LEAP funds where appropriate. The amount of funding allocated to each subregional applicant will be determined by the subregion's total share of regional housing need, as determined by the RHNA allocation scheduled for adoption in early 2021.

Funding for each subregional partner is non-competitive and will be based on the adopted final RHNA allocation. While the final RHNA allocation will not be available until early 2021, below is the estimated amount of funding available to each subregion based on the estimated RHNA allocation from the RHNA methodology, which was adopted by the SCAG Regional Council in March 2020. The amounts in the table are subject to change based on the completion of the RHNA process, which includes the release of the Draft RHNA allocation in September 2020 and the RHNA appeals process, which will occur in Fall 2020. To ensure that Subregional Program projects are sufficient to augment LEAP and SB 2 activities, the minimum amount per subregional partner will be set to \$100,000.

If a jurisdiction elects not to participate with its suggested subregional partner (see attachment 3), the funding allocation for that jurisdiction will be subtracted from the total amount available to the subregional partner. However, unless the partner is identified in this section, funding will not be provided directly to individual jurisdictions. Remaining funds due to the non-participation of a jurisdiction with a subregional partner or unencumbered by a subregion after the application deadline will be used to fund other REAP programs by SCAG.

A list of each subregional partner’s estimated sub-allocation from this program is included in attachment 3.

3b. Eligible Recipients

Funding recipients can be different than the subregional applicants. Subregional partnerships should include projects benefiting multiple jurisdictions within each subregion and can contractually include administrative and additional participating entities eligible for Partnership Agreements. Partnership agreements may be used with one or more local governments or other forms of government, or other entities where the project will be a planning document designed to have a direct effect on housing-related land-use or development within the participating localities. This includes, but is not limited to, partnerships with other local governments, regional governments, housing authorities, school districts, special districts, community-based organizations, or any duly constituted governing body of an Indian Reservation or Rancheria. Applicants forming partnerships must submit a legally binding agreement between the partners. Such partnerships are encouraged where funds can be aggregated or leveraged for more cost-efficient use and benefit addressing inter-jurisdictional common needs.

3c. Eligible uses and activities

Projects funded by the Subregional Partnership Program must be used for housing planning activities and must create a net-positive effect on housing supply. In alignment with the HCD-issued REAP notice of funding availability (NOFA):


1. Projects must be housing planning and processes and associated environmental certification activities, which can include, for example, general plan element updates triggered by housing element update or housing program design but excludes planning for individual development projects or their operational costs. Climate Action Plans, Environmental Impact Reports (EIR), and other related documents are considered indirect planning activities and to qualify, must demonstrate a clear nexus to housing plans that are designed to result in housing production. All deliverables, including EIRs (Environmental Impact Reports), must be completed by the end of the project period, or June 30, 2023.
2. Activities with components such as housing preservation or anti-displacement strategies must be in conjunction with incentivizing new housing development or other programs that result in a net-positive effect on housing supply.
3. Projects should align with State and regional planning priorities, housing, transportation, equity, and climate goals. The key policies of Connect SoCal constitute SCAG’s regional planning priorities (see attachment 2)
4. Projects and activities must have a clear and demonstrable completed deliverable, such as an adopted housing planning document, adoption of a policy or program, or housing units produced or permits processed. While feasibility studies and other types of housing-related analysis can be components of eligible projects, there must be an expected outcome or result, such as an adopted inclusionary zoning ordinance, specific plan, or other regulatory document.

Potential housing planning projects proposed under the Subregional Partnership program can include, but are not limited to:

- Technical Assistance via temporary staffing for local government process(es)
- Other Technical Assistance improving housing permitting and planning
- General plan element(s) updates (including housing elements)
- Local Coastal Plan amendments
- New or amended zoning ordinances (including rezoning)
- Development of policies promoting ADUs (Accessory Dwelling Units) or other innovative building strategies
- Development of objective design & development standards supporting by-right development
- Infrastructure Planning supporting additional housing
- Affordable housing preservation programs in conjunction with promoting new housing construction
- Development of pre-approved architectural & site plans
- Planning document promoting development of publicly owned land for housing, including Surplus property
- Fee reduction strategies
- Data collection on permit tracking, feasibility studies, site analysis, or other background studies ancillary that will result in an adopted policy, plan, or program to accelerate housing production
- Feasibility studies supporting efficient housing siting
- Other Pro-housing activities,
- Establishing a new regional or countywide housing trust fund for affordable housing: an adopted strategy for the legal development and operational plan for a new housing trust fund supporting affordable housing development with services to be available at least countywide; or an adopted financing or operational plan or policy guidelines for a housing trust fund which has been legally established for two years or less. The implementation period for either plan should be within the housing element update cycle.
- A Financial Incentive Plan for Affordable Housing Development – an adopted set of policies and procedures and implementation strategy for deploying existing financial resources, or targeting and securing new financial resources supporting provision of housing affordable to low or moderate income households; to be implemented within the housing element update cycle; can be an activity related to a countywide or regional housing trust fund

Projects eligible for funding under this Program must result in a deliverable, such as a policy or program, that will help to accelerate housing production. Eligibility of a project in the published REAP NOFA does not automatically mean the application will be accepted by SCAG. To apply for project funding, the applicant will be required to demonstrate a specific deliverable or adopted program designed to result in the acceleration of housing production.

- *Indirect activities:* Some proposed activities and projects may be indirectly related to housing production. Climate Action Plans, environmental impact reports (EIR), supporting infrastructure plans, and other related activities are considered indirect to housing production. Such projects must demonstrate a strong nexus to housing production.

- *Staffing activities:* Temporary staff support to manage and implement eligible activities is an eligible activity provided incurred from additional staffing must involve work on eligible activities. Costs incurred by existing staff must clearly delineate and differentiate work that is funded by existing sources and is limited to work on REAP-eligible activities 


3d. Ineligible Activities

- Activities unrelated to accelerating housing production
- Activities unrelated to preparation and adoption of planning documents, and process improvements to accelerate housing
- Activities that obstruct or hinder housing production, e.g., moratoriums, downzoning, planning documents with conditional use permits that significantly impact approval certainty and timing, planned development, or other similarly constraining processes;
- Capital financing, operation or funding related to programs of individual housing development projects; and
- Administrative costs of persons employed by the grantee for activities not directly related to the preparation and adoption of the proposed Activity or Activities;

SCAG will not accept applications for, nor reimburse for, ineligible activities or projects.

Section 4

4a. Application

To apply for project funding, subregional partners will be required to submit a Subregional Partnership Program application (attachment 1). The application will require information on proposed projects and activities, key tasks and deliverables, estimated costs, and identification of the implementing agency for each project and activity. It will also require details regarding the projects' nexus to housing production, alignment with SCAG regional priorities, status of LEAP applications for local jurisdiction  and progress toward housing element implementation. Applicants must receive approval o Applications will be reviewed by SCAG staff on an ongoing basis and will be assessed on activity eligibility, nexus to housing production, alignment with REAP program objectives and SCAG regional priorities², status of LEAP applications for local jurisdictions, and progress toward housing element implementation. r authorization by the applicant's decision-making body on the portfolio of projects prior to submittal to SCAG.

The first filing date for applications is September 17, 2020 and all applications must be submitted to SCAG by December 1, 2020. Projects that do not meet the assessment criteria cannot be funded under this program, however the subregional partner may revise their project scope to meet these criteria and resubmit their application. SCAG staff intends to evaluate applications with a decision made within 21 days of receipt.

² Per the published February 27, 2020 REAP NOFA, "Suballocation of moneys directly and equitably to jurisdictions or other subregional entities in the form of grants for planning that will accommodate the development of housing and infrastructure that will accelerate housing production in a way that aligns with state planning priorities, housing, transportation, equity, and climate goals."

4b. Assessment Criteria

To further the objectives of REAP, SCAG will be evaluating submitted projects using the following assessment criteria:

- Prioritization of eligible activities
- Nexus to accelerating housing production
- Alignment with SCAG regional priorities

Prioritization of eligible activities

Activities proposed for funding must qualify as an eligible activity for REAP funding as described by the published REAP NOFA and the corresponding section of these guidelines. SCAG encourages applicants to evaluate the priorities of local jurisdictions, particularly in three main areas: (1) Housing element update preparation; (2) Temporary staffing for housing element preparation and other eligible activities, and; (3) Activities related to accessory dwelling units to prepare and implement housing elements. Projects and activities that align with these three main areas are highly encouraged, particularly in subregions where resources to achieve them is limited.

Nexus to accelerating housing production

Projects and activities that are outside of these areas will be further evaluated on their nexus to housing production and alignment with SCAG regional priorities. All REAP activities must accelerate housing production by demonstrating an outcome that achieves this. Examples of outcomes include the adoption of policies or plans that remove barriers to housing production or increase residential capacity, an increase in affordable housing units to existing housing stock, and measured time saved from streamlining a development process. Submitted projects must clearly describe expected outcomes that will result in accelerating housing production. As part of the evaluation process, SCAG will evaluate the project's expected outcome and feasibility in achieving these goals.

Alignment with SCAG regional priorities

To coordinate SCAG's regional planning goals with REAP objectives, applicants will be required to describe how the specified project or activity aligns and advances the priorities of the adopted Connect SoCal Plan. A full list of Connect SoCal Plan and SCAG Housing Program objectives is attached to these guidelines.

Applications for ineligible activities or projects or that do not meet the above criteria will not be accepted. However, applicants may resubmit applications for previously reviewed projects to address feedback from SCAG. Applications will be accepted on an ongoing basis until the December 1, 2020 deadline.

Section 5

5a. Implementing Agencies

Eligible applicants are not required to serve as the implementing agency of the program projects and activities for which it has applied for funding. Applicants may elect to serve as the implementing agency but agencies such as local housing authorities may also serve as an implementing agency. Implementing agencies must be entities eligible to enter into intergovernmental agreements, and must demonstrate


capacity to implement government grant administration tasks in a timely manner, including applications, contract execution and monitoring, funds management and transfer, and accounting and reporting, including any competitive sub-contracting if applicable. The implementing agency cannot have any unresolved audit findings from prior government contracts and cannot be party to pending land use, housing, or environmental litigation which could impact the proposed activities.

The implementing agency will be responsible for developing the scope of work for the project or activity and leading the procurement process for obtaining consultants and/or resources. The implementing agency may also elect to manage and administer the project, which includes tasks such as monitoring activity progress, reviewing tasks and deliverables, and reviewing and processing invoices. If the implementing agency does not elect to manage and administer the project, SCAG will take on this implementation role.


5b. Administrative fee


Up to five percent (5%) of a subregional partner's allocation may be charged as administrative activities by the subregional partner. Tasks such as reviewing project invoices, processing project invoices, and preparing reports and metrics of project progress and completion are considered administrative activities. Activities such as developing scopes of work and requests for proposals (RFP), reviewing tasks and deliverables, and outreach with jurisdictions related to the project are considered programmatic and can be charged as a program activity. For projects and activities administered by SCAG, SCAG reserves the right to use the 5% administrative fee for costs related to project administration.

5c. Expenditure period

Per the requirements of AB 101, all funds distributed under REAP must be expended by December 31, 2023. In order to meet this deadline and receive reimbursement in alignment with REAP guidelines, SCAG will require that all invoices associated with the Subregional Partnership Program be submitted to SCAG no later than June 30, 2023. Invoices received by SCAG after this date cannot be guaranteed for reimbursement by SCAG. 

Advance Funding ("Phase 1")

For the first phase of the program, a maximum of \$200,000 will be available for each subregional partner until an agreement for the remainder of REAP funds from HCD is signed by SCAG, after which the remaining allocated amount will be available for subregional projects.  An exception will be made for the City of Los Angeles, which is eligible to receive \$300,000 in advance funding for projects. Subregional partners that have an estimated allocation smaller than \$200,000 will have their full allocation made available during the initial application period.

Due to the limited amount of funding available for subregional projects at the time of the filing start date in September 2020, applicants will be requested to prioritize projects for funding in their respective applications. It is encouraged to prioritize projects and activities that are intended to prepare or assist in the preparation of housing elements due to the October 2021 statutory deadline for housing element adoption. 

Remaining Available Funding ("Phase 2")

The remainder of Subregional Partnership Program funds outside of Phase 1 advance funding will be made available for projects and activities after SCAG receives its remaining REAP funding amount from HCD, which will most likely occur in February or March 2021. Subregional partners may submit multiple applications through the final due date for eligible projects and activities until they have reached their estimated allocation threshold based on the draft RHNA allocation. Awards outside of the initial Phase 1 amount are conditional until the final RHNA allocation is adopted and an agreement is signed with HCD for the remaining REAP funding. All applications for project funding are due to SCAG by December 1, 2020. Remaining funds due to the non-participation of a jurisdiction with a subregional partner or unencumbered by a subregion after the application deadline will be used to fund other REAP programs by SCAG.

Applicants may combine projects and activities into one application if they identify which projects will be funded under Phase 1 and Phase 2. SCAG will prioritize evaluation of phase 1 projects though they may also approve Phase 2 projects with the condition of funding availability. Costs incurred for a Phase 2 project prior to a signed agreement between HCD and SCAG for full REAP funding may not be eligible for reimbursement.


5d. Reimbursement

All projects must submit invoices to SCAG on a monthly basis to receive reimbursement. Invoices must follow the requirements set forth in the Subregional Partnership contract and SCAG's regular invoicing procedures. SCAG may consider advance payments or alternative arrangements to reimbursement and payment methods based on demonstrated need of the subregional partner. These arrangements will be included in the agreements between SCAG and the subregional partner. After the agreement is signed, the subregional partner or consultant may submit invoices for reimbursement for eligible activities as specified in the signed agreement.

SCAG will provide reimbursement only for costs as specified in the signed agreement(s) with the subregional partner. Costs incurred prior to the September 3, 2020 Regional Council approval of the Subregional Partnership Program guidelines will not be reimbursed. For costs incurred in between the guidelines approval and before an agreement for Phase 1 projects is signed between SCAG and the subregional partner, SCAG will only reimburse costs specifically associated with program development, such as preparation of the program application, development of guidelines and other related documents, and development of scopes of work and contracts. Subregional partners are encouraged to discuss with SCAG planned costs during this time in order to ensure that activities receive appropriate reimbursement.

Section 6

6a. Reporting Requirements

Consistent with SCAG's Overall Work Program reporting procedures, each subregional partner will be required to provide a quarterly progress report to track and measure activity progress. Project progress will be measured according to the tasks, deliverables, costs, and timeline outlined in the subregional partnership agreement 

6b. Metrics

All REAP activities must be designed to have a net-positive effect on housing supply. The applications and final invoice submitted to SCAG must include proposed metrics and a short description of how the funded activities have had an impact on housing supply and/or accelerated housing production within the subregional area. Quantitative metrics can include a summary of building permits, certificates of occupancy, or other completed entitlements issued by jurisdictions within the subregion, a summary of zoning ordinances that have been updated or streamlined and their effect, and/or the average decrease in time for the issuance of residential permits. Metrics are not limited to this list and may be customized according to the specific activity.

Section 7

7a. Technical assistance

SCAG will provide technical assistance to subregional partners starting in Fall 2020 through June 2023. Technical assistance will be available to help subregional partners prioritize activities and augment or compliment the planned LEAP activities and complete the application and contracting process. After the start of subregional partnership projects, SCAG will also retain an external consultant to assist jurisdictions on an on-call basis to link projects to ongoing SB 2 and LEAP projects, along with assisting with invoicing and reporting. All technical assistance will be coordinated with the technical assistance provided by HCD for SB 2 and LEAP grants.

7b. Timeline

- June 9 and 17, 2020: Subregional partner listening sessions
- June 2020: Survey conducted with subregions on project administration capacity and needs
- July-August 2020: SCAG staff held consultation meetings with subregional partners to follow up on submitted surveys and eligible activities.
- September 3, 2020: Regional council adoption of Subregional Partnership Program guidelines
- September 17, 2020: Application for REAP Subregional Partnership Program with prioritized projects from subregions due to SCAG
- October/November 2020: Initial subregional partnership agreements completed; start of subregional partnership projects
- December 1, 2020: Final application and list of prioritized projects from subregions due to SCAG by this date
- February 4, 2021: Adoption of final RHNA allocation
- October 15, 2021: Housing elements due to HCD
- June 30, 2023: All REAP projects and activities must be completed; final activity reports due to SCAG; final project invoices due to SCAG

List of Attachments

- (1) REAP Subregional Partnership Program Application
- (2) SCAG Regional Planning Priorities and Housing Program Framework and Objectives
- (3) List of Subregional Partners and Jurisdictions

Attachment 1: Application

Regional Early Action Planning (REAP) Grant Subregional Partnership Program

Application for Project and Activity Funding

Program Objectives

The Regional Early Action Program (REAP) Subregional Partnership Program is intended to help accelerate housing production throughout the SCAG region and have a net-positive effect on housing supply by increasing housing planning, meeting the sixth cycle regional housing needs assessment (RHNA). The Subregional Partnership program has been designed to augment and complement funds that are awarded to jurisdictions by the California Department of Housing and Community Development (HCD) pursuant to SB (Senate Bill) 2 Planning Grants and the Local Early Action Program (LEAP).

Approximately \$23 million is available to fund subregional partnership projects. The REAP funds are available on a reimbursement basis, requiring completed contractual deliverables.

The planning activities are to accommodate the development of housing and infrastructure that will accelerate housing production in a way that aligns with state planning priorities, housing, transportation, equity, and climate goals and regional priorities.

Please refer to the Subregional Partnership Program guidelines for more information about this program, along with requirements for project funding, applicants, and other important information.

Questions about REAP and the Subregional Partnership Program can be submitted to Ma'Ayn Johnson, Housing Program Manager, at johnson@scag.ca.gov.

Application

All subregional partners requesting project or activity funding must submit a program application. Applications may be filed starting September 17, 2020. All applications are due to SCAG no later than December 1, 2020. Subregional partners may submit more than one application for different projects and activities during this time period.

Applications should be submitted to: Ma'Ayn Johnson, Housing Program Manager, at johnson@scag.ca.gov.

Regional Early Action Planning (REAP) Grant Subregional Partnership Program

Application for Project and Activity Funding

Date	
Applicant (subregional partner)	
Authorized representative name	
Authorized representative title	
Authorized representative address	
Contact person name	
Contact person title	
Contact person email	

Projects and Activities

Please list the projects and activities the applicant is requesting funding for and how much funding will be required for Phase 1 and Phase 2 REAP funding:

	Project/Activity Name	Phase 1 funding	Phase 2 funding
1			
2			
3			
4			
5			
6			

Total funding amount requested in this application	\$
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Individual Project/Activity Information

Using the list of projects/activities in the above section, please provide more information about each one listed. Use additional pages if needed.

1	
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Estimated cost	
Expected start date	
Expected end date	
Does this project require the procurement of a consultant?	<input type="checkbox"/> yes <input type="checkbox"/> no
Agency expected to procure consultant	<input type="checkbox"/> subregional partner <input type="checkbox"/> SCAG <input type="checkbox"/> Other, please specify:
Agency expected to administer or implement project or activity*	<input type="checkbox"/> subregional partner <input type="checkbox"/> SCAG <input type="checkbox"/> Other, please specify:
Which agency will be directly paying consultant invoices?	<input type="checkbox"/> subregional partner (SCAG will reimburse the subregional partner) <input type="checkbox"/> SCAG

*The implementing agency cannot have any unresolved audit findings from prior government contracts and cannot be party to pending land use, housing, or environmental litigation which could impact the proposed activities.

For each project and activity listed, please provide more details about the project or activity, including

- Brief Description of project Key deliverables and tasks, proposed performance indicators
- Nexus to housing production
- Expected outcome of project or activity (i.e., plans for adoption or implementation)
- Related Tasks that will be funded from other funding sources besides REAP (e.g., LEAP, SB 2) and the amount

1	
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Alignment with SCAG Connect SoCal regional priorities (refer to Program Guidelines and attachment)

Please describe below how the project or activity aligns and advances Connect SoCal and Housing Program regional priorities and framework



1	
---	--

Project/Activity Tasks

Task	Estimated cost	Begin date	End date	Deliverable
Total projected cost	\$			

Housing element progress

Subregional partners must demonstrate jurisdictional progress toward housing element preparation before projects and activities that are not directly related to housing element preparation can be funded. In the section below, please list the jurisdictions your subregional area covers, planned SB 2 and LEAP activities (if any), and housing element progress. The rubric below can be used to indicate housing element progress: Use additional space if needed.

- A. The jurisdiction has either consultant or dedicated staff resources for their housing element updates, with all updates underway; no additional REAP support is proposed.
- B. The jurisdiction has either consultant or dedicated staff resources for their housing element updates. A REAP support project for housing element updates is proposed by our subregion.
- C. The jurisdiction has neither consultant nor dedicated staff resources for their housing element updates. A REAP support project for housing element updates by our subregion is NOT proposed. This jurisdiction will need technical assistance resources for their housing element update.
- D. Our subregion is unaware of the status of housing element updates for this jurisdiction

Jurisdiction	SB 2 or LEAP (Local Early Action Program) Tasks re: Housing Element	Housing element progress (A. , B., C. or D.)

Attachment 2: Alignment with Regional Planning Priorities

To coordinate SCAG's regional planning goals with REAP objectives, SCAG will evaluate a project's alignment with regional priorities from the adopted Connect SoCal Plan and SCAG Housing Program objectives as identified in a report to the Regional Council at their October 3, 2019 meeting.

REAP Subregional Partnership applications will be required to describe how the specified project or activity aligns with these priorities, strategies, and objectives.



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

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

Evaluation of Subregional Partnership Program Applications

All projects and activities funded by the Subregional Partnership Program will need to identify how they align with SCAG program priorities, strategies, and objectives. Applicants for the Subregional Partnership Program are encouraged to discuss with SCAG their proposed projects prior to submitting an application to discuss ways to align their projects with the priorities of SCAG’s regional planning efforts. Since funded projects will be considered as an implementation tool of SCAG’s regional plans, it is expected that program projects and activities support -- and not undermine -- the Connect SoCal Plan.

Attachment 3: Subregional Partnership Program Sub-allocation and List of Subregional Partners and Jurisdictions

Subregion	Estimated percentage of Sub-allocation*	Estimated Sub-allocation*
Coachella Valley Association of Governments (CVAG)	2.4%	\$558,000
Gateway Cities Council of Governments (GCCOG)	5.5%	\$1,316,000
Imperial County jurisdictions (ICTC)	1.2%	\$282,000
Las Virgenes-Malibu Council of Governments	0.4%**	\$100,000**
City of Los Angeles	34.0%	\$8,058,000
County of Los Angeles	6.7%	\$1,589,000
County of Riverside	3.0%	\$721,000
North Los Angeles County	1.2%	\$276,000
Orange County Council of Governments (OCCOG)	13.7%	\$3,245,000
San Bernardino Council of Governments (SBCOG)	10.3%	\$2,437,000
San Fernando Valley Council of Governments (SFVCOG)	2.5%	\$600,000
San Gabriel Valley Council of Governments (SGVCOG)	6.7%	\$1,582,000
South Bay Cities Council of Governments (SBCCOG)	2.5%	\$603,000
Ventura Council of Governments (VCOG)	1.8%	\$432,000
Westside Cities Council of Governments (WCCOG)	1.4%	\$340,000
Western Riverside Council of Governments (WRCOG)	7.1%	\$1,678,000
Total	100.0%	\$23,819,000

*The estimated amount is derived from the estimated draft RHNA allocation based on the RHNA methodology adopted in March 2020. This amount is subject to change and will not be final until the adoption of the Final RHNA allocation in early 2021.

**The amount originally allocated for this subregional partner based on the estimated RHNA allocation was lower than the minimum threshold amount.

Subregional Partners and Jurisdictions

Subregional Partner	Jurisdiction
CVAG	Blythe city
CVAG	Cathedral City city
CVAG	Coachella city
CVAG	Desert Hot Springs city
CVAG	Indian Wells city
CVAG	Indio city
CVAG	La Quinta city
CVAG	Palm Desert city
CVAG	Palm Springs city
CVAG	Rancho Mirage city

Gateway	Artesia city
Gateway	Avalon city
Gateway	Bell city
Gateway	Bell Gardens city
Gateway	Bellflower city
Gateway	Cerritos city
Gateway	Commerce city
Gateway	Compton city
Gateway	Cudahy city
Gateway	Downey city
Gateway	Hawaiian Gardens city
Gateway	Huntington Park city
Gateway	La Habra Heights city
Gateway	La Mirada city
Gateway	Lakewood city
Gateway	Long Beach city
Gateway	Lynwood city
Gateway	Maywood city
Gateway	Norwalk city
Gateway	Paramount city
Gateway	Pico Rivera city
Gateway	Santa Fe Springs city
Gateway	Signal Hill city
Gateway	South Gate city
Gateway	Vernon city
Gateway	Whittier city
Imperial	Brawley city
Imperial	Calexico city
Imperial	Calipatria city
Imperial	El Centro city
Imperial	Holtville city
Imperial	Imperial city
Imperial	Unincorporated Imperial Co.
Imperial	Westmorland city
Las Virgenes Malibu	Agoura Hills city
Las Virgenes Malibu	Calabasas city
Las Virgenes Malibu	Hidden Hills city
Las Virgenes Malibu	Malibu city

Las Virgenes Malibu	Westlake Village city
Los Angeles City	Los Angeles city
North LA County	Lancaster city
North LA County	Palmdale city
OCCOG	Aliso Viejo city
OCCOG	Anaheim city
OCCOG	Brea city
OCCOG	Buena Park city
OCCOG	Costa Mesa city
OCCOG	Cypress city
OCCOG	Dana Point city
OCCOG	Fountain Valley city
OCCOG	Fullerton city
OCCOG	Garden Grove city
OCCOG	Huntington Beach city
OCCOG	Irvine city
OCCOG	La Habra city
OCCOG	La Palma city
OCCOG	Laguna Beach city
OCCOG	Laguna Hills city
OCCOG	Laguna Niguel city
OCCOG	Laguna Woods city
OCCOG	Lake Forest city
OCCOG	Los Alamitos city
OCCOG	Mission Viejo city
OCCOG	Newport Beach city
OCCOG	Orange city
OCCOG	Placentia city
OCCOG	Rancho Santa Margarita city
OCCOG	San Clemente city
OCCOG	San Juan Capistrano city
OCCOG	Santa Ana city
OCCOG	Seal Beach city
OCCOG	Stanton city
OCCOG	Tustin city
OCCOG	Unincorporated Orange Co 
OCCOG	Villa Park city

OCCOG	Westminster city
OCCOG	Yorba Linda city
Riverside County	Unincorporated Riverside Co.
SBCTA/SBCOG	Adelanto city
SBCTA/SBCOG	Apple Valley town
SBCTA/SBCOG	Barstow city
SBCTA/SBCOG	Big Bear Lake city
SBCTA/SBCOG	Chino city
SBCTA/SBCOG	Chino Hills city
SBCTA/SBCOG	Colton city
SBCTA/SBCOG	Fontana city
SBCTA/SBCOG	Grand Terrace city
SBCTA/SBCOG	Hesperia city
SBCTA/SBCOG	Highland city
SBCTA/SBCOG	Loma Linda city
SBCTA/SBCOG	Montclair city
SBCTA/SBCOG	Needles city
SBCTA/SBCOG	Ontario city
SBCTA/SBCOG	Rancho Cucamonga city
SBCTA/SBCOG	Redlands city
SBCTA/SBCOG	Rialto city
SBCTA/SBCOG	San Bernardino city
SBCTA/SBCOG	Twentynine Palms city
SBCTA/SBCOG	Unincorporated San Bernardino Co.
SBCTA/SBCOG	Upland city
SBCTA/SBCOG	Victorville city
SBCTA/SBCOG	Yucaipa city
SBCTA/SBCOG	Yucca Valley town
SFVCOG	Burbank city
SFVCOG	Glendale city
SFVCOG	San Fernando city
SFVCOG	Santa Clarita city
SGVCOG	Alhambra city
SGVCOG	Arcadia city
SGVCOG	Azusa city
SGVCOG	Baldwin Park city

SGVCOG	Bradbury city
SGVCOG	Claremont city
SGVCOG	Covina city
SGVCOG	Diamond Bar city
SGVCOG	Duarte city
SGVCOG	El Monte city
SGVCOG	Glendora city
SGVCOG	Industry city
SGVCOG	Irwindale city
SGVCOG	La Cañada Flintridge city
SGVCOG	La Puente city
SGVCOG	La Verne city
SGVCOG	Monrovia city
SGVCOG	Montebello city
SGVCOG	Monterey Park city
SGVCOG	Pasadena city
SGVCOG	Pomona city
SGVCOG	Rosemead city
SGVCOG	San Dimas city
SGVCOG	San Gabriel city
SGVCOG	San Marino city
SGVCOG	Sierra Madre city
SGVCOG	South El Monte city
SGVCOG	South Pasadena city
SGVCOG	Temple City city
SGVCOG	Walnut city
SGVCOG	West Covina city
South Bay Cities	Carson city
South Bay Cities	El Segundo city
South Bay Cities	Gardena city
South Bay Cities	Hawthorne city
South Bay Cities	Hermosa Beach city
South Bay Cities	Inglewood city
South Bay Cities	Lawndale city
South Bay Cities	Lomita city
South Bay Cities	Manhattan Beach city
South Bay Cities	Palos Verdes Estates city
South Bay Cities	Rancho Palos Verdes city
South Bay Cities	Redondo Beach city
South Bay Cities	Rolling Hills city

South Bay Cities	Rolling Hills Estates city
South Bay Cities	Torrance city
Ventura	Camarillo city
Ventura	Fillmore city
Ventura	Moorpark city
Ventura	Ojai city
Ventura	Oxnard city
Ventura	Port Hueneme city
Ventura	San Buenaventura (Ventura) city
Ventura	Santa Paula city
Ventura	Simi Valley city
Ventura	Thousand Oaks city
Ventura	Unincorporated Ventura Co.
Westside Cities	Beverly Hills city
Westside Cities	Culver City city
Westside Cities	Santa Monica city
Westside Cities	West Hollywood city
WRCOG	Banning city
WRCOG	Beaumont city
WRCOG	Calimesa city
WRCOG	Canyon Lake city
WRCOG	Corona city
WRCOG	Eastvale City
WRCOG	Hemet city
WRCOG	Jurupa Valley City
WRCOG	Lake Elsinore city
WRCOG	Menifee city
WRCOG	Moreno Valley city
WRCOG	Murrieta city
WRCOG	Norco city
WRCOG	Perris city
WRCOG	Riverside city
WRCOG	San Jacinto city
WRCOG	Temecula city
WRCOG	Wildomar city

Orange County | Housing Finance Trust

August 19, 2020

Ms. Marnie O'Brien Primmer
Orange County Council of Governments
3972 Barranca Pkwy. Suite J127
Irvine, CA 92606

RE: REAP Funding Request Proposal

Dear Ms. Primmer,

The Orange County Housing Finance Trust (Trust), was established by legislation as a regional Joint Power Authority consisting of 23 member cities and the County of Orange representing over 80% of the population in Orange County. The Trust has a singular purpose: to strengthen the communities of Orange County by financing the development of affordable and supportive housing.

Just one year after their first Board Meeting, seven housing developments were awarded the funds needed to move forward and create 467 new affordable and supportive housing units scattered throughout the County of Orange. Capital funding came from County and State funding sources. The Trust continues to explore and pursue various other sources of capital funding to promote its mission.

The Regional Early Action Planning Grant Program (REAP) overview states, *"Increasing the availability of affordable homes statewide is critical to bettering the quality of life of all Californians and to ending homelessness. REAP provides one-time grant funding to regional governments and regional entities for planning activities that will accelerate housing production and facilitate compliance in implementing the sixth cycle of the Regional Housing Needs Allocation."* Again, the Trust's sole purpose is to financially support the development of affordable housing in Orange County and it has demonstrated success in doing so.

Section I.d.i. of HCD's REAP NOFA states, "Staff and overhead costs directly related to carrying out the eligible activities are "activity costs" and not "administrative costs." The Trust has an annual operating budget of \$450,000, all of which goes towards the provisioning of new affordable housing units in the County. These operating expenses are for consultants and to

reimburse the County of Orange through a Memorandum of Understanding (MOU) agreement for County staff time spent directly on work performed for the Trust.

The following Trust staff functions are identified below.

1. Trust Manager (contract)
2. Administrative Assistant (contract)
3. Trust Counsel (MOU with County)
4. Clerk of the Trust (MOU with County)
5. Audio/Video Staff (MOU with County)
6. Treasurer (MOU with County)
7. Auditor-Controller (MOU with County)
8. Development Services (MOU with County)
9. Financial Consultant (contract)
10. Auditing Consultant (contract)
11. Advocacy/Lobbying (contract)
12. Marketing & Communication Services (contract)

The Trust requests that OCCOG approve an allocation of REAP funding to cover the Trust's expenses for private and contract consultants identified in the Trust budget. It is understood that REAP funding must be spent by June 2023. Therefore, the Trust requests \$1,000,000 in REAP funding for the purposes stated above.

Unlike municipalities and other jurisdictions, the administrative costs of the OCHFT directly result in the funding and development of housing units. Therefore, the operation of the OCHFT itself is an eligible activity and all costs associated with the OCHFT should be considered eligible costs. We would like a small modification to SCAG's REAP Subregional Partnership Program Guidelines to allow for the funding of the OCHFT as an eligible activity and the operational costs of the OCHFT as eligible costs under the REAP program in accordance with HCD's REAP NOFA.

We propose adding a bullet point to the list of eligible activities in Section 3c of the Subregional Partnership Program Guidelines to read:

- Operations of existing regional or countywide housing trust fund for affordable housing.

If approved, the deliverable for the allocation of this REAP funding will be capital funding letters of commitment from the Trust to various developers that will create 400-500 new affordable and supportive housing units per year all of which will be restricted to households earning 30% area median income and below. This helps fulfill the RHNA requirements of the County of Orange and the Trust member cities. It lessens the financial burden of cities in these hard economic times and allows the Trust to encourage the remaining cities in Orange County to join the Trust at no cost and continue to strengthen the Trust as a strong regional collaborative

entity addressing the most vulnerable populations during this affordable housing crisis. The Trust looks forward to partnering with OCCOG in achieving our common goal of meeting the housing needs of our residents.

If you should have any questions, please feel free to contact me.

Sincerely,

Adam B. Eliason

Adam B. Eliason (Aug 20, 2020 11:36 PDT)

Adam B. Eliason

Trust Manager

(909) 706-7193

aeliason@ochft.org






OCHFT REAP Funding Request 08.19.2020

Final Audit Report

2020-08-20

Created:	2020-08-20
By:	ADAM ELIASON (adam@civicstone.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAACo5ocJZljuVWlycCMwu7XLmNwqEoBcLD

"OCHFT REAP Funding Request 08.19.2020" History

-  Document created by ADAM ELIASON (adam@civicstone.com)
2020-08-20 - 6:34:20 PM GMT- IP address: 68.5.183.186
-  Document emailed to Adam B. Eliason (aeliason@ochft.org) for signature
2020-08-20 - 6:34:57 PM GMT
-  Email viewed by Adam B. Eliason (aeliason@ochft.org)
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-  Document e-signed by Adam B. Eliason (aeliason@ochft.org)
Signature Date: 2020-08-20 - 6:36:09 PM GMT - Time Source: server- IP address: 68.5.183.186
-  Signed document emailed to Adam B. Eliason (aeliason@ochft.org) and ADAM ELIASON (adam@civicstone.com)
2020-08-20 - 6:36:09 PM GMT



ATTACHMENT A

Proposed List of REAP Grant Program Projects for OCCOG Sub-region

Project	Description	Proposed Allocation
HOUSING PRODUCTION SUPPORT	<p>“ADU How-To” toolkit including:</p> <ul style="list-style-type: none"> • Website • Videos, • Collateral (printed by jurisdictions) • Pre-approved ADU plans <p>Support developing Housing-related Ordinances</p> <ul style="list-style-type: none"> • Motel Conversion • Inclusionary Zoning • ADUs • Other 	\$210,000
HOUSING TRUST SUPPORT	<ul style="list-style-type: none"> • Support strategic planning and certification activities of OCHT • Support for consultant and staff resources for OCHFT for 2 years 	\$987,000
RHNA SUPPORT		2,000,000
Staff Augmentation	<p>Access to on-call consultant services to support individual jurisdiction needs. Potential consultant support could include:</p> <ul style="list-style-type: none"> • Housing element preparation including site selection and rezoning • Additional planning counter staff to help expedite housing permits • Public engagement, outreach, and/or meeting facilitation • Provide support to residents for ADUs • Update Local Coastal Plans related to housing and the 6th cycle • Infrastructure planning that prioritizes infill development 	



	<ul style="list-style-type: none"> • EIR preparation support for housing projects • Conduct feasibility or parking studies related to accelerating housing production 	
*Countywide GIS-based Site Selection Support	Online tool for jurisdictions to identify RHNA-compliant housing sites. Includes overlays for parking availability/impacts, VMT, GHG emissions, ADUs, EJ, jobs rich and transit rich areas, etc.	
Housing Site Planning Visualization Tool	Web-based tool for visualizing specific site development opportunities	
TOTAL		\$3,197,000

*OCCOG has confirmed SCAG is not providing this tool region-wide, rather this tool will augment data that will be provided by SCAG.



AGENDA ITEM # 8

Request that SCAG Clarify Use of TAZ Maps in Connect SoCal

SUMMARY

With SCAG's upcoming proposed approval of its Sustainable Communities Strategy (SCS) for the region, Connect SoCal, stakeholders have raised concerns that the traffic analysis zones (TAZs) within the Connect SoCal plan may be used or relied upon as the prescriptive "pattern" of future development for any purpose relating to the Regional Housing Needs Assessment (RHNA) process, General Plan amendment or approval process. This concern is accentuated by the fact that several Orange County jurisdictions have identified some inconsistencies within their own jurisdictions' TAZ level data. The Board is asked to consider sending SCAG a letter requesting clarification that TAZ level data can never be used to conclude that creation of new households/housing above TAZ is inconsistent with Connect SoCal and TAZ maps are not "development patterns" to be followed for general plans.

BACKGROUND

SB 375, at Section 65080(K), provides that an SCS does not "supersede" local land use authority. However, Section 65584.04(i) of SB 375 requires that RHNA housing allocations comply with the "development pattern" of a region's adopted SCS. This "development pattern" consistency requirement arguably creates a substantial constraint on the ability of local governments to shape their own development and land use policies and practices (as they work to implement RHNA), particularly given the "patterns of development" that SCAG has created by allowing no new households in many existing neighborhoods over for the next 25 years.

An area of concern raised by stakeholders is that the development pattern envisioned by Connect SoCal could result in significant displacement and gentrification in less affluent areas and communities of color by projecting the construction of costly higher density housing in those areas. SCAG has repeatedly explained, including in its Connect SoCal Technical Report, that use of SCAG's sub-jurisdictional-level data is "advisory and non-binding" and emphasized the "does not supersede" statutory language in formulating Connect SoCal. However, the SCS "consistency" requirements remain part of the statutory scheme as described above, with the potential adverse consequences for inconsistent plans and projects, and the mandate for RHNA allocations to follow the SCS "development pattern."

Local governments faced with the legal obligation to accommodate large RHNA allocations may find it challenging to follow the Connect SoCal development pattern, given that Connect SoCal (i) negates any and all household growth in large areas throughout many cities, and (ii) would concentrate household growth in only a relatively few, centralized areas. Therefore, if the development pattern that underpins Connect SoCal were to be followed, the challenges that local governments face in connection with the imminent Sixth Cycle RHNA allocation would be greatly



compounded. It could require cities to squeeze ever-more dense housing into town centers and into denser existing neighborhoods, based to a large degree on proximity to transit (even to that which is marginally used – such as bus stops).

Additionally, various elements of the California Environmental Quality Act (CEQA) require consistency between (i) an approved SCS (concerning the use designation, and building density and intensity in the project area) and (ii) an individual project to qualify for some types of state funding and incentives. Use of the TAZ maps and data could be a logical way to find consistency. As such, concern exists that CEQA could be used by project challengers where the TAZ data proves inconsistent with a particular project and result in undue legal challenges to entitlement approvals.

On August 20, 2020, the County of Orange and City of Irvine sent joint letter to SCAG raising some of these concerns by seeking clarification on the use of the TAZ map projections, including that they do not constitute and may not be used or relied upon as the prescriptive “development pattern” for any purpose relating to the RHNA process, General Plan amendments or approval process. (A copy of the County’s/Irvine’s 8/20/20 letter is attached as Attachment A).

RECOMMENDED ACTION

Direct the Executive Director to deliver a letter to SCAG requesting clarification of the potential legal issues related to the use of TAZ maps as part of Connect SoCal similar to the joint letter issued by the County of Orange and City of Irvine.

ATTACHMENTS

A. August 20, 2020 joint letter from County of Orange and City of Irvine to SCAG re 2020 RTP/SCS – Connect SoCal Comments

STAFF CONTACT

Fred Galante
OCCOG General Counsel
fgalante@awattorneys.com
(949) 223-1170

Marnie O’Brien Primmer
OCCOG Executive Director
marnie@occog.com
(949) 698-2856



August 20, 2020

Mr. Kome Ajise
Executive Director
Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700
Los Angeles, California 90017

Subject: 2020 Regional Transportation Plan/Sustainable Communities Strategy – Connect SoCal Comments

Dear Mr. Ajise:

Due to concerns brought to our attention from several stakeholders and a number of jurisdictions, we are requesting more information and clarification on the Traffic Analysis Zones (TAZs) within the Connect SoCal plan. Specifically, we are looking for input from cities regarding conformity and land use control for current and future projects.

As members of Southern California Association of Governments (SCAG), we want to ensure the Connect SoCal plan is providing complete transparency and communication with its members and stakeholders. To date, we have not received any formal briefings or information specifically on how the Connect SoCal plan will affect our jurisdictions' general plans. While we have previously identified some inconsistencies within our own jurisdiction's TAZ level data in the past couple of months following SCAG's outreach effort after the May 7, 2020 Regional Council meeting, we have not received any feedback from SCAG staff to confirm that those issues were, in fact, resolved.

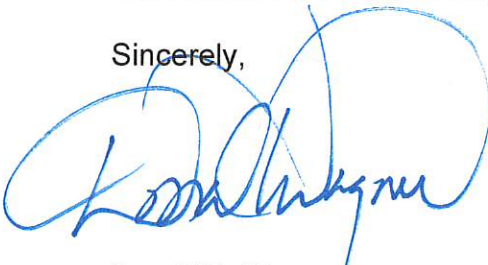
We are formally requesting that SCAG conduct a "General Plan and TAZ Map" outreach with every jurisdiction starting with the SCAG leadership and Board, followed by SCAG hosted briefings with each jurisdiction that is inclined to participate. We believe this information and communication is warranted and will help move the Connect SoCal plan forward in a positive, collaborative manner. We have identified the following areas to be addressed and clarified:

1. Assessment of the household/housing, employment, and population projections in the TAZ maps used to model the emission consequences of Connect SoCal and its intentions to create any recommended cap or limit on household/housing, employment, or population within the boundaries of the individual TAZs.
2. Clarification of the Connect SoCal plan and its official or intended role solely as an advisory and elective planning vision for consideration by other stakeholders or its more legal definition.

3. Clarification that the TAZ map projections do not constitute and may not be used or relied upon as the prescriptive "pattern" of future development for any purpose relating to the Regional Housing Needs Assessment (RHNA) process, General Plan amendment or approval process.
4. Update on how cities' and counties' General Plans and amendments on zoning designations will be able to accommodate the substantial new RHNA sixth cycle housing mandates.
5. Clarification of the required RHNA General Plan and zoning changes that will need to accommodate many more housing units and population growth than projected in the combined TAZs within the jurisdiction that could possibly exceed the total number of housing units and population growth assigned to that jurisdiction in Connect SoCal (Inconsistencies between the RTP/SCS and the RHNA).
6. Clarification of obligations to comply with state housing laws including RHNA, pertaining to jurisdictional and/or individual TAZ exceedances that result from city or county compliance with sixth cycle RHNA requirements.

We believe obtaining this information will help solve many of the questions and/or issues to ensure that local control of land use decision-making is not intended to be constrained or negatively impacted in any way by Connect SoCal. We support SCAG and appreciate the efforts this organization has made to support the SoCal plan. We look forward to a written response and will assist your office as needed.

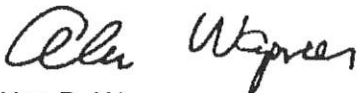
Sincerely,



Donald P. Wagner
County of Orange, Supervisor



Michael C. Carroll
SCAG Regional Council District 14 Representative



Alan D. Wapner
Past President of the
Southern California Association of Governments (SCAG)

Mr. Kome Ajise
August 20, 2020
Page 3

cc: O.C. Board of Supervisors
Rex Richardson, President, SCAG
Irvine City Council
John Russo, Irvine City Manager
Marianna Marysheva, Irvine Assistant City Manager
Marnie Primmer, O.C. Council of Governments Executive Director



AGENDA ITEM #10

LEGISLATIVE UPDATE

SUMMARY

This legislative update provides updates on federal appropriations, state housing legislation and remaining deadlines, and an update on OCCOG bills of interest.

BACKGROUND

The Legislative Update is provided to keep the OCCOG Board apprised of legislative and regulatory actions that address land use and housing, energy, mobility, air quality and water issues.

DISCUSSION

FEDERAL UPDATE

Federal Appropriations Update

On July 31st, the House approved HR 7617 (116) a \$1.3 trillion budget package for Federal Fiscal Year (FFY) 2022 by a 217-197 vote as well as a smaller \$259.5 billion minibus package the week before. Together these packages would fund the vast majority of federal government operations including Defense, Labor, Health and Human Services, Housing and Urban Development, Education, Justice, Transportation, Treasury, State, Interior, Agriculture, Veterans Affairs, and Energy. Funding for Homeland Security and the Legislative Branch have not yet advanced.

For transportation, the bill allocates \$107.92 billion including \$75 billion in emergency coronavirus related infrastructure needs, a 50% increase in transit formula funding, an additional \$2 million for transit grants, and \$1.5 million for zero- and low-emission buses.

The Senate has not yet advanced an FFY 2021 appropriations package and the House package is not expected to move forward in its current form. With the current fiscal year ending September 30, a continuing resolution until after the November election is likely.

In addition, the Fixing America's Surface Transportation (FAST) Act is also set to expire September 30th, absent action to extend it.



STATE UPDATE

Potential COVID-19 Relief Package

On July 27th, state Democratic leaders announced a potential \$100 billion stimulus proposal including funding for expanded unemployment benefits, tax credits, rent vouchers, and investments in California’s “green economy.” The plan, which is nearly equivalent to half of the state budget, is proposed to be paid for through prepaid taxes, federal borrowing, and borrowing against future cap and trade proceeds and SB 1 transportation funds.

It is unclear if some sort of state stimulus plan will move forward ahead of the Legislature’s August 31st deadline. If an agreement is not reached, the Governor could call the Legislature back under a special session after that date. After August 31st, only urgency bills, tax/appropriation bills, or election related legislation can advance.

Legislative Deadlines

The remaining legislative deadlines are as follows:

Pass Bills out of Fiscal Committee – Second House	August 21
Last Day to Amend Bills on the Floor	August 26 (Senate) August 27 (Assembly)
Floor Session Only	August 24-31
Last Day to Pass Bills	August 31
Last Day for Governor to Sign/Veto	September 30
Adjournment	November 30
2021-2022 Legislative Session Begins	December 7

Status of OCCOG Bills of Interest

The status of OCCOG Bills of Interest are show below. Attachment A has been updated to reflect recent legislative deadlines and bill changes as of August 19th. As the current legislative session is nearing its August 31st deadline, very few bills are moving forward due to the compressed schedule. Housing legislation is further complicated by labor’s objection to the lack of prevailing wage provisions in the bills. Affordable housing advocates contend including prevailing wages could drive up the cost of building affordable housing and therefore disincentivize building housing.

One of these casualties is SB 902 (Wiener, D-San Francisco), which would have permitted the development of duplexes, triplexes, and fourplexes as a use-by-right in single family neighborhoods.



It also would have allowed up to 10 units per parcel in transit-rich, jobs-rich, or urban infill areas. SB 902 was held in the Assembly Appropriations Committee on August 20th.

Other bills of interest for OCCOG are noted below.

AB 725 (Wicks, D-Oakland) General plans: housing element: moderate-income and above moderate-income housing: suburban and metropolitan jurisdictions

Position: Watch

Amended: 7/21/2020

Status: 8/13/2020 – Referred to Senate Appropriations Committee Suspense File

AB 1063 (Petrie-Norris, D-Laguna Beach) Planning and Zoning Law: housing elements: accessory dwelling units: adequate site substitutes

Position: Support

Amended: 6/29/2020

Status: 7/2/2020 Re-referred to Committee on Housing

SB 795 (Beall, D-San Jose) Economic development: housing: workforce development: climate change infrastructure

Position: Support (Bill has been significantly amended since this position was taken)

Amended: 8/3/2020

Status: 8/11/2020 – Referred to Assembly Appropriations Committee Suspense File

SB 899 (Wiener, D-San Francisco) Planning and zoning: housing development: nonprofit hospitals or religious institutions

Position: Oppose

Amended: 8/3/2020

Status: 8/3/2020 Read second time and amended. Re-referred to Assembly Appropriations Committee.

SB 995 (Atkins, D-San Diego) Environmental quality: Jobs and Economic Improvement Through Environmental Leadership Act of 2011: housing projects

Position: Support

Amended: 8/12/2020

Status: 8/11/2020 Read second time and amended. Re-referred to Assembly Committee on Appropriations.



SB 1085 (Skinner, D-Berkeley) Density Bonus Law: qualifications for incentives or concessions: student housing for lower income students: moderate-income persons and families: local government constraints

Position: Watch

Amended: 8/3/2020

Status: 8/1//2020 August 11 set for hearing. Placed on suspense file.

SB 1120 (Atkins, D-San Diego) Subdivisions: tentative maps

Position: Watch

Amended: 8/12/2020

Status: 8/12/2020 Read second time and amended. Re-referred to Assembly Committee on Appropriations.

SB 1299 (Portantino, D-Los Angeles) Housing development: incentives: rezoning of idle retail sites

Position: Support

Amended: 8/3/2020

Status: 8/3/2020 Read second time and amended. Re-referred to Assembly Committee on Appropriations.

Bills of Interest that failed to meet deadlines

AB 1279 (Bloom, D-Santa Monica) Planning and zoning: housing development: high-opportunity areas

Position: Oppose

Status: 8/14/2020 Failed Deadline pursuant to Rule 61(b)(13)

AB 1907 (Santiago, D-Los Angeles) California Environmental Quality Act: emergency shelters: supportive and affordable housing: exemption

Position: Support if Amended

Status: 5/29/20 Failed Deadline pursuant to Rule 61(b)(5).

AB 2580 (Eggman, D-Stockton) Conversion of motels and hotels: streamlining

Position: Watch

Status: 6/5/20 Failed deadline pursuant to Rule 61(b)(8).

SB 902 (Wiener, D-San Francisco) Planning and zoning: neighborhood multi-family project: use by right: density

Position: Oppose

Amended: 5/21/2020

Status: 8/20/2020 Failed Deadline



SB 1385 (Caballero, D-Salinas) Local planning: housing: commercial zones

Position: Watch

Amended: 7/29/2020

Status: 8/14/2020 Failed Deadline pursuant to Rule 61(b)(13)

Bills for Discussion

AB 2405 (Burke, D-Marina del Rey) Housing: children and families

Building on a program in New York, AB 2405 establishes a legal right to housing and calls for providing public assistance to children and families at risk of homelessness, including rental assistance, emergency housing, and eviction defense. AB 2405 also would require cities and counties to create plans that would outline how each local jurisdiction intends to provide housing for the homeless.

SB 795 (Beall, D-San Jose) Economic development: housing: workforce development: climate change infrastructure

SB 795 originally created the “Affordable Housing and Community Development Investment Program” which sought to provide funding for workforce, student, and affordable housing; transit-oriented development; and projects promoting strong neighborhoods. This bill has been amended since last considered by the OCCOG Board of Directors. SB 795 makes up to \$2 billion available annually to provide funding for emergency economic recovery and development, housing, homelessness, climate change, and disaster response including:

- \$100 million to the Climate, Sea Level, and Natural Disaster Program
- \$92 million to the Community Economic Development Program
- \$500 million to the Multifamily Housing Program
- \$300 million to the Infill Infrastructure Grant Program
- \$300 million to the Local Housing Trust Fund Matching Grant Program
- \$75 million to the CalHome Program
- \$75 million to the Joe Serna Jr Farmworker Housing Program
- \$650 million to the Homeless Housing, Assistance and Prevention Program
- \$8 million to the California Workforce Development Board for pre-apprenticeship training programs

The OCCOG Board of Directors currently has a support position on this bill based on a previous version. The Board may wish to reconsider its position now that the bill addresses a new topic.



GRANT UPDATE

Active Transportation Program

Active Transportation Program Infrastructure, Non-Infrastructure, Infrastructure and Non-Infrastructure and Plan electronic applications are due to the California Transportation Commission by September 15, 2020. Due to the COVID-19 pandemic, applicants have an additional 30 days to mail in their application hard-copies (postmark date October 15, 2020). Applications and more information can be found at: <https://dot.ca.gov/programs/local-assistance/fed-and-state-programs/active-transportation-program/cycle5>

RECOMMENDED ACTION

Receive and file report provided.

ATTACHMENTS

- A.** Legislative Report
- B.** Letter dated July 10, 2020, to Honorable Anthony Rendon and Honorable Toni Atkins, California Legislators, from OCCOG requesting a six-month deadline extension of Housing Element submissions for Orange County cities.

STAFF CONTACT

Wendy Strack

OCCOG Legislative Consultant, Wendy J. Strack Consulting LLC
wendy@wjsconsulting.com
951.712.3173

Status Report Wednesday, August 19, 2020

[AB 69](#)

(Ting D) Help Homeowners Add New Housing Program: accessory dwelling unit financing.

Current Text: Amended: 7/30/2020 [html](#) [pdf](#)

Last Amend: 7/30/2020

Status: 8/17/2020-In committee: Referred to APPR. suspense file.

Is Fiscal: Y

Location: 8/17/2020-S. APPR. SUSPENSE FILE

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Current law provides for the creation by local ordinance, or by ministerial approval if a local agency has not adopted an ordinance, of accessory dwelling units to allow single-family or multifamily dwelling residential use in accordance with specified standards and conditions. This bill would require the Treasurer, within 6 months of the effective date of these provisions, to develop the Help Homeowners Add New Housing Program with the purpose of assisting homeowners, as defined, in qualifying for loans to construct additional housing units on their property, including accessory dwelling units and junior accessory dwelling units. The bill would, with regard to the development of the program, require the Treasurer to consult with the California Housing Financing Agency and the Department of Housing and Community Development and would authorize the Treasurer to consult with private lenders.

[AB 725](#)

(Wicks D) General plans: housing element: moderate-income and above moderate-income housing: suburban and metropolitan jurisdictions.

Current Text: Amended: 7/21/2020 [html](#) [pdf](#)

Last Amend: 7/21/2020

Status: 8/13/2020-In committee: Referred to APPR. suspense file.

Is Fiscal: Y

Location: 8/13/2020-S. APPR. SUSPENSE FILE

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: The Planning and Zoning Law requires that the housing element include, among other things, an inventory of land suitable for residential development, to be used to identify sites that can be developed for housing within the planning period and that are sufficient to provide for the jurisdiction's share of the regional housing need determined pursuant to specified law. This bill would require that at least 25% of a metropolitan jurisdiction's share of the regional housing need for moderate-income housing be allocated to sites with zoning that allows at least 4 units of housing, but no more than 100 units per acre of housing. The bill would require that at least 25% of a metropolitan jurisdiction's share of the regional housing need for above moderate-income housing be allocated to sites with zoning that allows at least 4 units of housing. The bill would exclude unincorporated areas from this prohibition and would include related legislative findings.

[AB 1063](#)

(Petrie-Norris D) Planning and Zoning Law: housing elements: accessory dwelling units: adequate site substitutes.

Current Text: Amended: 6/29/2020 [html](#) [pdf](#)

Last Amend: 6/29/2020

Status: 7/2/2020-Re-referred to Com. on RLS. pursuant to Senate Rule 29.10(c). Re-referred to Com. on HOUSING.

Is Fiscal: Y

Location: 7/2/2020-S. HOUSING

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Current law authorizes the Department of Housing and Community Development, in evaluating a proposed or adopted housing element for substantial compliance with the provisions of the Planning and Zoning Law relating to housing elements, to allow a city or county to identify adequate sites by a variety of methods, as specified. Current law authorizes the department to allow a city or county to identify sites for accessory dwelling units based on the number of accessory dwelling units developed in the prior housing element planning period whether or not the units are permitted by right, the need for these units in the community, those units in the community, the resources or incentives available for their development, and any other relevant factors, as determined by the department. This bill would, instead, require the department, in making that evaluation, to allow a city or county to identify adequate sites by a variety of methods, as specified. The bill would require the department to allow a city or county to identify sites for potential accessory dwelling units based on existing zoning standards and the demonstrated potential capacity to accommodate accessory dwelling units and junior accessory dwelling units, as determined by the city or county.

[AB 1484](#) (Grayson D) Mitigation Fee Act: housing developments.

Current Text: Amended: 9/6/2019 [html](#) [pdf](#)

Last Amend: 9/6/2019

Status: 9/9/2019-Read second time. Ordered to third reading. Re-referred to Com. on RLS. pursuant to Senate Rule 29.10(b).

Is Fiscal: Y

Location: 9/9/2019-S. RLS.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: The Mitigation Fee Act requires a local agency that establishes, increases, or imposes a fee as a condition of approval of a development project to, among other things, determine a reasonable relationship between the fee's use and the type of development project on which the fee is imposed. This bill would prohibit a local agency from imposing a housing impact requirement adopted by the local agency on a housing development project, as defined, unless specified requirements are satisfied by the local agency, including that the housing impact requirement be roughly proportional in both nature and extent to the impact created by the housing development project.

[AB 1845](#) (Rivas, Luz D) Homelessness: Office to End Homelessness.

Current Text: Amended: 8/11/2020 [html](#) [pdf](#)

Last Amend: 8/11/2020

Status: 8/17/2020-In committee: Referred to APPR. suspense file.

Is Fiscal: Y

Location: 8/17/2020-S. APPR. SUSPENSE FILE

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Would create, within the Governor's office, the Office to End Homelessness, which would be administered by the Secretary on Homelessness appointed by the Governor. The bill would require that the office serve the Governor as the lead entity for ending homelessness in California and would task the office with coordinating homeless programs, services, data, and policies between federal, state, and local agencies, among other responsibilities. The bill would require the office to exercise various powers and duties, including, among others, making recommendations to the Governor and the Legislature regarding new state policies, programs, and actions on homelessness.

[AB 1851](#) (Wicks D) Religious institution affiliated housing development projects: parking requirements.

Current Text: Amended: 8/6/2020 [html](#) [pdf](#)

Last Amend: 8/6/2020

Status: 8/14/2020-Read second time. Ordered to third reading.

Is Fiscal: Y

Location: 8/14/2020-S. THIRD READING

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Would prohibit a local agency from requiring the replacement of religious-use parking spaces that a developer of a religious institution affiliated housing development project proposes to eliminate as part of that housing development project. The bill would prohibit the number of religious-use parking spaces requested to be eliminated from exceeding 50% of the number that are available at the time the request is made. The bill would prohibit a local agency from requiring the curing of any preexisting deficit of the number of religious-use parking spaces as a condition of approval of a religious institution affiliated housing development project.

[AB 2265](#) (Quirk-Silva D) Mental Health Services Act: use of funds for substance use disorder treatment.

Current Text: Amended: 8/12/2020 [html](#) [pdf](#)

Last Amend: 8/12/2020

Status: 8/18/2020-Read second time. Ordered to Consent Calendar.

Is Fiscal: Y

Location: 8/17/2020-S. CONSENT CALENDAR

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: The Mental Health Services Act (MHSA), an initiative measure enacted by the voters as Proposition 63 at the November 2, 2004, statewide general election, funds a system of county mental health plans for the provision of mental health services, as specified. The act establishes the Mental Health Services Fund, which is continuously appropriated to, and administered by, the State Department of Health Care Services to fund specified county mental health programs. This bill would authorize the services for adults, older adults, and children, as well as innovative programs and prevention and early intervention programs that are provided by counties as part of the MHSA to

include substance use disorder treatment for children, adults, and older adults with cooccurring mental health and substance use disorders who are eligible to receive mental health services pursuant to those programs.

[AB 2275](#) (Nazarian D) State armories: homeless shelters: security.

Current Text: Amended: 7/14/2020 [html](#) [pdf](#)

Last Amend: 7/14/2020

Status: 7/31/2020-Read second time. Ordered to Consent Calendar.

Is Fiscal: N

Location: 7/31/2020-S. CONSENT CALENDAR

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Current law makes specified state armories located in specified counties available to those counties, or a city in one of those counties, for the purpose of providing temporary shelter for homeless persons from October 15 through April 15 each year, and authorizes any county or city not listed, subject to the approval of the Adjutant General, to use an armory within its jurisdiction, in accordance with specified requirements. Current law requires that a county or city that elects to use an armory as a temporary shelter obtain a license that meets specified requirements. This bill would instead require, prior to shelter services commencing, that the county or city notify local law enforcement officers and request that officers make periodic visits to the armory on each night of operation.

[AB 2323](#) (Friedman D) California Environmental Quality Act: exemptions.

Current Text: Amended: 8/12/2020 [html](#) [pdf](#)

Last Amend: 8/12/2020

Status: 8/12/2020-Read second time and amended. Re-referred to Com. on APPR.

Is Fiscal: Y

Location: 8/11/2020-S. APPR.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: CEQA exempts from its requirements certain residential, employment center, and mixed-use development projects meeting specified criteria, including that the project is undertaken and is consistent with a specific plan for which an environmental impact report has been certified. This bill would additionally exempt those projects located in a very low vehicle travel area, as defined. The bill would require that the project is undertaken and is consistent with either a specific plan prepared pursuant to specific provisions of law or a community plan, as defined, for which an EIR has been certified within the preceding 15 years in order to be exempt. The bill would additionally require the project site to have been previously developed or to be a vacant site meeting certain requirements.

[AB 2345](#) (Gonzalez D) Planning and zoning: density bonuses: annual report: affordable housing.

Current Text: Amended: 7/21/2020 [html](#) [pdf](#)

Last Amend: 7/21/2020

Status: 8/17/2020-In committee: Referred to APPR. suspense file.

Is Fiscal: Y

Location: 8/17/2020-S. APPR. SUSPENSE FILE

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: The Planning and Zoning Law requires the planning agency of a city or county to provide by April 1 of each year an annual report to, among other entities, the Department of Housing and Community Development that includes, among other specified information, the number of net new units of housing that have been issued a completed entitlement, a building permit, or a certificate of occupancy, thus far in the housing element cycle, as provided. This bill would require that the annual report include specified information regarding density bonuses granted in accordance with specified law, as described.

[AB 2405](#) (Burke D) Right to safe, decent, and affordable housing.

Current Text: Amended: 7/27/2020 [html](#) [pdf](#)

Last Amend: 7/27/2020

Status: 8/17/2020-In committee: Referred to APPR. suspense file.

Is Fiscal: Y

Location: 8/17/2020-S. APPR. SUSPENSE FILE

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Would declare that it is the policy of the state that every individual has the right to safe, decent, and affordable housing, and would require the policy to consider homelessness prevention,

emergency accommodations, and permanent housing, as specified. The bill would, among other things, require all relevant state agencies and departments, including, but not limited to, the Department of Housing and Community Development, the State Department of Social Services, and the Office of Emergency Services, and local jurisdictions to consider that state policy when revising, adopting, or establishing policies, regulations, and grant criteria when those policies, regulations, and criteria are pertinent to advancing the guidelines listed as core components of Housing First.

[AB 2553](#) (Ting D) Shelter crisis declarations.

Current Text: Amended: 7/14/2020 [html](#) [pdf](#)

Last Amend: 7/14/2020

Status: 8/13/2020-In committee: Referred to APPR. suspense file.

Is Fiscal: Y

Location: 8/13/2020-S. APPR. SUSPENSE FILE

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Current law, upon a declaration of a shelter crisis by specified local jurisdictions, specifies additional provisions applicable to a shelter crisis declared by one of those jurisdictions. Current law exempts from the California Environmental Quality Act specified actions by a state agency or a city, county, or city and county relating to land owned by a local government to be used for, or to provide financial assistance to, a homeless shelter constructed pursuant to these provisions, and provides that homeless shelters constructed or allowed pursuant to these shelter crisis declarations are not subject to specified laws, including the Special Occupancy Parks Act. Current law also defines a "homeless shelter" as a facility with overnight sleeping accommodations, the primary purpose of which is to provide temporary shelter for the homeless that is not in existence after the declared shelter crisis. Current law requires a city, county, or city and county that declares a shelter crisis pursuant to these provisions to develop a plan to address the shelter crisis on or before July 1, 2019, or July 1, 2020, as applicable, and to annually report to specified committees of the Legislature on or before January 1, 2019, or on or before January 1 of the year following the declaration of the shelter crisis, as applicable, and annually thereafter until January 1, 2023. Current law repeals these additional provisions as of January 1, 2023. This bill would instead apply those additional provisions to a shelter crisis declared by any county or city.

[AB 2621](#) (Mullin D) Office of Planning and Research: regional climate networks: climate adaptation action plans.

Current Text: Amended: 8/17/2020 [html](#) [pdf](#)

Last Amend: 8/17/2020

Status: 8/17/2020-Read second time and amended. Re-referred to Com. on APPR.

Is Fiscal: Y

Location: 8/14/2020-S. APPR.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Current law requires, by July 1, 2017, and every 3 years thereafter, the Natural Resources Agency to update, as prescribed, the state's climate adaptation strategy, known as the Safeguarding California Plan. Existing law establishes the Office of Planning and Research in state government in the Governor's office. Current law establishes the Integrated Climate Adaptation and Resiliency Program to be administered by the office to coordinate regional and local efforts with state climate adaptation strategies to adapt to the impacts of climate change, as prescribed. This bill would authorize eligible agencies, as defined, to establish and participate in a regional climate network, as defined, to prepare a regional climate adaptation action plan for certain regions, as described. The bill would authorize eligible agencies to voluntarily determine whether to establish membership in a regional climate network.

[AB 3030](#) (Kalra D) Resource conservation: land and ocean conservation goals.

Current Text: Amended: 8/13/2020 [html](#) [pdf](#)

Last Amend: 8/13/2020

Status: 8/13/2020-Read second time and amended. Re-referred to Com. on APPR.

Is Fiscal: Y

Location: 8/12/2020-S. APPR.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Would declare it to be the goals of the state by 2030 to protect at least 30% of the state's land areas and waters; to help advance the protection of 30% of the nation's oceans; and to support regional, national, and international efforts to protect at least 30% of the world's land areas and waters and 30% of the world's ocean.

[AB 3040](#) (Chiu D) Local planning: regional housing need assessment.

Current Text: Amended: 7/28/2020 [html](#) [pdf](#)

Last Amend: 7/28/2020

Status: 8/13/2020-In committee: Referred to APPR. suspense file.

Is Fiscal: Y

Location: 8/13/2020-S. APPR. SUSPENSE FILE

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: The Planning and Zoning Law requires the Department of Housing and Community Development, in consultation with each council of governments, to determine the existing and projected need for housing in each region and further requires the appropriate council of governments, or the department for cities and counties without a council of governments, to adopt a final regional housing need plan that allocates a share of the regional housing need to each city, county, or city and county, as provided. This bill would authorize a city or county to include in its inventory of land suitable for residential development specified sites that contain an existing single-family dwelling unit, but that the city or county has permitted, or is proposing to permit, to contain 4 dwelling units as a use by right.

AB 3205 (Salas D) Regions Rise Grant Program.

Current Text: Amended: 5/19/2020 [html](#) [pdf](#)

Last Amend: 5/19/2020

Status: 8/13/2020-In committee: Referred to APPR. suspense file.

Is Fiscal: Y

Location: 8/13/2020-S. APPR. SUSPENSE FILE

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Would establish the Regions Rise Grant Program within the Governor’s Office of Business and Economic Development for the purpose of supporting inclusive, cross-jurisdictional, and innovative processes that lead to inclusive strategies to address barriers and challenges confronting communities in creating economic prosperity for all. The bill would define “region” as a geographic area comprised of one or more counties and cities that form a functional economy.

AB 3256 (Garcia, Eduardo D) Economic Recovery, Wildfire Prevention, Safe Drinking Water, Drought Preparation, and Flood Protection Bond Act of 2020.

Current Text: Amended: 6/4/2020 [html](#) [pdf](#)

Last Amend: 6/4/2020

Status: 6/8/2020-Re-referred to Com. on RLS.

Is Fiscal: Y

Location: 6/3/2020-A. RLS.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Would enact the Economic Recovery, Wildfire Prevention, Safe Drinking Water, Drought Preparation, and Flood Protection Bond Act of 2020, which, if approved by the voters, would authorize the issuance of bonds in the amount of \$6,980,000,000 pursuant to the State General Obligation Bond Law to finance projects for an economic recovery, wildfire prevention, safe drinking water, drought preparation, and flood protection program.

AB 3269 (Chiu D) State and local agencies: homelessness plan.

Current Text: Amended: 7/2/2020 [html](#) [pdf](#)

Last Amend: 7/2/2020

Status: 8/13/2020-In committee: Referred to APPR. suspense file.

Is Fiscal: Y

Location: 8/13/2020-S. APPR. SUSPENSE FILE

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Would, upon appropriation by the Legislature or upon receiving technical assistance offered by the federal Department of Housing and Urban Development (HUD), if available, require the coordinating council to conduct, or contract with an entity to conduct, a statewide needs and gaps analysis to, among other things, identify state programs that provide housing or services to persons experiencing homelessness and create a financial model that will assess certain investment needs for the purpose of moving persons experiencing homelessness into permanent housing.

AB 3279 (Friedman D) California Environmental Quality Act: administrative and judicial procedures.

Current Text: Amended: 7/27/2020 [html](#) [pdf](#)

Last Amend: 7/27/2020

Status: 8/17/2020-In committee: Referred to APPR. suspense file.

Is Fiscal: Y

Location: 8/17/2020-S. APPR. SUSPENSE FILE

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: The California Environmental Quality Act (CEQA) requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of an environmental impact report (EIR) on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have that effect. CEQA also requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment. Among other changes, this bill would repeal certain obsolete and duplicative provisions from CEQA and make nonsubstantive changes to certain other provisions.

ACA 10

(Bonta D) Personal rights: right to housing.

Current Text: Amended: 5/11/2020 [html](#) [pdf](#)

Last Amend: 5/11/2020

Status: 5/12/2020-Re-referred to Com. on E. & R.

Is Fiscal: Y

Location: 6/6/2019-A. E. & R.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Would declare that the fundamental human right to housing exists in this state. The measure would declare that this right is exclusively enforceable by a public right of action. The measure would specify that it is the shared obligation of state and local jurisdictions to respect, protect, and fulfill this right through progressively implemented measures, consistent with available resources, within an aggressive but reasonable time frame.

SB 9

(Durazo D) Surplus residential property: sale procedures: generally and El Sereno neighborhood.

Current Text: Amended: 8/3/2020 [html](#) [pdf](#)

Last Amend: 8/3/2020

Status: 8/18/2020-August 18 set for first hearing. Placed on suspense file.

Is Fiscal: Y

Location: 8/18/2020-A. APPR. SUSPENSE FILE

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Would remove the requirement for a private housing-related entity or housing-related public entity purchasing surplus residential property to develop the property as limited equity cooperative housing with first right of occupancy to present occupants. The bill would prohibit surplus residential property from being sold at less than the price paid by the Department of Transportation for original acquisition of the property. The bill would prohibit the adjustment of this original acquisition price for inflation. The bill would also establish new procedures for offering for sale surplus residential properties located within the El Sereno neighborhood in the City of Los Angeles after those properties are offered for sale to former owners and present occupants pursuant to existing law.

SB 45

(Allen D) Wildfire Prevention, Safe Drinking Water, Drought Preparation, and Flood Protection Bond Act of 2020.

Current Text: Amended: 1/23/2020 [html](#) [pdf](#)

Last Amend: 1/23/2020

Status: 1/30/2020-In Assembly. Read first time. Held at Desk.

Is Fiscal: Y

Location: 1/29/2020-A. DESK

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Would enact the Wildfire Prevention, Safe Drinking Water, Drought Preparation, and Flood Protection Bond Act of 2020, which, if approved by the voters, would authorize the issuance of bonds in the amount of \$5,510,000,000 pursuant to the State General Obligation Bond Law to finance projects for a wildfire prevention, safe drinking water, drought preparation, and flood protection program.

SB 288

(Wiener D) California Environmental Quality Act: exemptions: transportation-related projects.

Current Text: Amended: 8/12/2020 [html](#) [pdf](#)

Last Amend: 8/12/2020

Status: 8/12/2020-Read second time and amended. Re-referred to Com. on APPR.

Is Fiscal: Y

Location: 8/6/2020-A. APPR.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: CEQA includes exemptions from its environmental review requirements for numerous categories of projects, including, among others, projects for the institution or increase of passenger or commuter services on rail or highway rights-of-way already in use and projects for the institution or increase of passenger or commuter service on high-occupancy vehicle lanes already in use, as specified. This bill would further exempt from the requirements of CEQA certain projects, including projects for the institution or increase of new bus rapid transit, bus, or light rail services on public rail or highway rights-of-way, as specified, whether or not the right-of-way is in use for public mass transit, as specified, and projects for the designation and conversion of general purpose lanes, high-occupancy toll lanes, high-occupancy vehicle lanes, or highway shoulders, as specified. The bill would additionally exempt transit prioritization projects, projects that improve customer information and wayfinding for transit riders, bicyclists, or pedestrians, projects by a public transit agency to construct or maintain infrastructure to charge or refuel zero-emission transit buses, projects carried out by a city or county to reduce minimum parking requirements, and projects for pedestrian and bicycle facilities.

[SB 664](#)

(Allen D) Electronic toll and transit fare collection systems.

Current Text: Amended: 9/10/2019 [html](#) [pdf](#)

Last Amend: 9/10/2019

Status: 9/15/2019-Failed Deadline pursuant to Rule 61(a)(15). (Last location was P. & C.P. on 9/10/2019)(May be acted upon Jan 2020)

Is Fiscal: Y

Location: 9/15/2019-A. 2 YEAR

Desk	Policy	Fiscal	Floor	Desk	2 year	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Current law requires the Department of Transportation, in cooperation with the Golden Gate Bridge, Highway and Transportation District and all known entities planning to implement a toll facility, to develop and adopt functional specifications and standards for an automatic vehicle identification system, in compliance with specified objectives, including that a vehicle owner shall not be required to purchase or install more than one device to use on all toll facilities, and generally requires any automatic vehicle identification system purchased or installed after January 1, 1991, to comply with those specifications and standards. Current law authorizes operators of toll facilities on federal-aid highways engaged in an interoperability program to provide only specified information regarding a vehicle's use of the toll facility. This bill would expand the above-described objective so that a user of a toll facility shall also not be required to purchase or install more than one device to use on all toll facilities.

[SB 757](#)

(Allen D) California Environmental Quality Act: environmental leadership projects: exclusive public mass transit guideway.

Current Text: Amended: 8/11/2020 [html](#) [pdf](#)

Last Amend: 8/11/2020

Status: 8/18/2020-August 18 set for first hearing. Placed on suspense file.

Is Fiscal: Y

Location: 8/18/2020-A. APPR. SUSPENSE FILE

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: The Jobs and Economic Improvement Through Environmental Leadership Act of 2011 (leadership act) authorizes the Governor, until January 1, 2020, to certify projects that meet certain requirements, including certain labor-related requirements, for streamlining benefits provided by the leadership act related to compliance with CEQA and streamlining of judicial review of action taken by a public agency to require a judicial action to be resolved within 270 days of the filing of the certified record of proceedings with the court. The leadership act provides that if a lead agency fails to approve a project certified by the Governor before January 1, 2021, the certification expires and is no longer valid. The leadership act requires a lead agency to prepare the record of proceedings for the certified project concurrent with the preparation of the environmental documents. The leadership act is repealed by its own terms on January 1, 2021. This bill would additionally include projects to construct an exclusive public mass transit guideway and related fixed facilities meeting certain conditions as projects that are eligible for certification by the Governor under the leadership act.

[SB 795](#)

(Beall D) Economic development: housing: workforce development: climate change infrastructure.

Current Text: Amended: 8/3/2020 [html](#) [pdf](#)

Last Amend: 8/3/2020

Status: 8/11/2020-August 11 set for first hearing. Placed on suspense file.

Is Fiscal: Y

Location: 8/11/2020-A. APPR. SUSPENSE FILE

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Current law requires that the California Workforce Development Board and each local workforce development board ensure that programs and services funded by the federal Workforce Innovation and Opportunity Act of 2014 and directed to apprenticeship programs are conducted in coordination with apprenticeship programs approved by the Division of Apprenticeship Standards, as specified. Current law establishes the Governor’s Office of Business and Economic Development, known as “GO-Biz,” within the Governor’s office to serve the Governor as the lead entity for economic strategy and the marketing of California on issues relating to business development, private sector investment, and economic growth. This bill, upon appropriation by the Legislature, would make up to \$2,000,000,000 available in each fiscal year for the purpose of providing emergency economic recovery and development, climate change, and disaster response.

SB 899

(Wiener D) Planning and zoning: housing development: higher education institutions and religious institutions.

Current Text: Amended: 8/3/2020 [html](#) [pdf](#)

Last Amend: 8/3/2020

Status: 8/18/2020-August 18 set for first hearing canceled at the request of author.

Is Fiscal: Y

Location: 8/3/2020-A. APPR.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Would require that a housing development project be a use by right upon the request of an independent institution of higher education or religious institution that partners with a qualified developer on any land owned in fee simple by the applicant on or before January 1, 2020, if the development satisfies specified criteria. The bill would define various terms for these purposes. Among other things, the bill would require that 100% of the units, exclusive of manager units, in a housing development project eligible for approval as a use by right under these provisions be affordable to lower income households, except that 20% of the units may be for moderate-income households, provided that all the units are provided at affordable rent or affordable housing cost, as specified. The bill would authorize the development to include ancillary uses on the ground floor of the development, as specified.

SB 902

(Wiener D) Planning and zoning: housing development: density.

Current Text: Amended: 5/21/2020 [html](#) [pdf](#)

Last Amend: 5/21/2020

Status: 8/18/2020-August 18 set for first hearing. Placed on suspense file.

Is Fiscal: Y

Location: 8/18/2020-A. APPR. SUSPENSE FILE

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Would authorize a local government to pass an ordinance, notwithstanding any local restrictions on adopting zoning ordinances, to zone any parcel for up to 10 units of residential density per parcel, at a height specified by the local government in the ordinance, if the parcel is located in a transit-rich area, a jobs-rich area, or an urban infill site, as those terms are defined. In this regard, the bill would require the Department of Housing and Community Development, in consultation with the Office of Planning and Research, to determine jobs-rich areas and publish a map of those areas every 5 years, commencing January 1, 2022, based on specified criteria.

SB 995

(Atkins D) Environmental quality: Jobs and Economic Improvement Through Environmental Leadership Act of 2011: housing projects.

Current Text: Amended: 8/12/2020 [html](#) [pdf](#)

Last Amend: 8/12/2020

Status: 8/18/2020-August 18 set for first hearing. Placed on suspense file.

Is Fiscal: Y

Location: 8/18/2020-A. APPR. SUSPENSE FILE

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: CEQA requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment. CEQA authorizes the preparation of a master EIR and authorizes the use of the master EIR to limit the environmental review of subsequent projects that are described in the master EIR, as specified. This bill would require a lead agency to prepare a master EIR for a general plan, plan amendment, plan element, or specified plan for housing projects where the state has provided funding

for the preparation of the master EIR.

SB 1065 (Hertzberg D) CalWORKs: homeless assistance.

Current Text: Amended: 7/27/2020 [html](#) [pdf](#)

Last Amend: 7/27/2020

Status: 8/11/2020-August 11 set for first hearing. Placed on suspense file.

Is Fiscal: Y

Location: 8/11/2020-A. APPR. SUSPENSE FILE

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Under current law, a family is considered homeless for the purpose of establishing eligibility for homeless assistance benefits if, among other things, the family has received a notice to pay rent or quit. Current law requires the family to demonstrate that the eviction is the result of a verified financial hardship, as specified, and not other lease or rental violations, and that the family is experiencing a financial crisis that may result in homelessness if preventive assistance is not provided. This bill would eliminate the requirement for a family to demonstrate the reason for the eviction and the existence of the financial crisis.

SB 1085 (Skinner D) Density Bonus Law: qualifications for incentives or concessions: student housing for lower income students: moderate-income persons and families: local government constraints.

Current Text: Amended: 8/3/2020 [html](#) [pdf](#)

Last Amend: 8/3/2020

Status: 8/11/2020-August 11 set for first hearing. Placed on suspense file.

Is Fiscal: Y

Location: 8/11/2020-A. APPR. SUSPENSE FILE

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Current law requires the amount of a density bonus and the number of incentives or concessions a qualifying developer receives to be pursuant to a certain formula based on the total number of units in the housing development, excluding the units added by a density bonus awarded pursuant to the Density Bonus Law or any local law granting a greater density bonus. This bill would require a unit designated to satisfy the inclusionary zoning requirements of a city or county to be included in the total number of units on which a density bonus and the number of incentives or concessions are based.

SB 1120 (Atkins D) Subdivisions: tentative maps.

Current Text: Amended: 8/12/2020 [html](#) [pdf](#)

Last Amend: 8/12/2020

Status: 8/18/2020-August 18 set for first hearing. Placed on suspense file.

Is Fiscal: Y

Location: 8/18/2020-A. APPR. SUSPENSE FILE

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Would, among other things, require a proposed housing development containing 2 residential units within a single-family residential zone to be considered ministerially, without discretionary review or hearing, if the proposed housing development meets certain requirements, including, but not limited to, that the proposed housing development would not require demolition or alteration of housing that is subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of moderate, low, or very low income, that the proposed housing development does not allow for the demolition of more than 25% of the existing exterior structural walls, except as provided, and that the development is not located within a historic district, is not included on the State Historic Resources Inventory, or is not within a site that is legally designated or listed as a city or county landmark or historic property or district.

SB 1138 (Wiener D) Housing element: emergency shelters: rezoning of sites.

Current Text: Amended: 7/27/2020 [html](#) [pdf](#)

Last Amend: 7/27/2020

Status: 8/11/2020-August 11 set for first hearing. Placed on suspense file.

Is Fiscal: Y

Location: 8/11/2020-A. APPR. SUSPENSE FILE

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: The Planning and Zoning Law requires the legislative body of each county and city to adopt a comprehensive, long-term general plan for the physical development of the county or city that includes a housing element. Current law requires that the housing element identify adequate sites for

housing, including rental housing, factory-built housing, mobilehomes, and emergency shelters, and to make adequate provision for the existing and projected needs of all economic segments of a community. This bill would revise the requirements of the housing element, as described above, in connection with identifying zones or zoning designations that allow residential use, including mixed use, where emergency shelters are allowed as a permitted use without a conditional use or other discretionary permit. If an emergency shelter zoning designation where residential use is a permitted use is unfeasible, the bill would permit a local government to designate zones for emergency shelters in a nonresidential zone if the local government demonstrates that the zone is connected to amenities and services, as specified, that serve homeless people.

SB 1291 (Committee on Transportation) Federal Statewide Transportation Improvement Program: submissions.

Current Text: Amended: 4/3/2020 [html](#) [pdf](#)

Last Amend: 4/3/2020

Status: 8/18/2020-From committee: Do pass. Ordered to consent calendar. (Ayes 18. Noes 0.) (August 18).

Is Fiscal: Y

Location: 8/18/2020-A. CONSENT CALENDAR

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Current law requires each metropolitan planning organization and transportation planning agency, not later than October 1 of each even-numbered year, to submit its Federal Transportation Improvement Program to the Department of Transportation for incorporation into the Federal Statewide Transportation Improvement Program, which current law requires the department to submit to the United States Secretary of Transportation by not later than December 1 of each even-numbered year. This bill would provide that a metropolitan planning organization or transportation planning agency is not required to submit a Federal Transportation Improvement Program to the department, and the department is not required to submit the Federal Statewide Transportation Improvement Program to the secretary, for 2020.

SB 1299 (Portantino D) Housing development: incentives: rezoning of idle retail sites.

Current Text: Amended: 8/3/2020 [html](#) [pdf](#)

Last Amend: 8/3/2020

Status: 8/18/2020-August 18 set for first hearing. Placed on suspense file.

Is Fiscal: Y

Location: 8/18/2020-A. APPR. SUSPENSE FILE

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Current law establishes, among other housing programs, the Workforce Housing Reward Program, which requires the Department of Housing and Community Development to make local assistance grants to cities, counties, and cities and counties that provide land use approval to housing developments that are affordable to very low and low-income households. This bill, upon appropriation by the Legislature, would require the department to administer a program to provide incentives in the form of grants allocated as provided to local governments that rezone idle sites used for a big box retailer or a commercial shopping center to instead allow the development of workforce housing. The bill would define various terms for these purposes. In order to be eligible for a grant, the bill would require a local government, among other things, to apply to the department for an allocation of grant funds and provide documentation that it has met specified requirements.

SCA 1 (Allen D) Public housing projects.

Current Text: Introduced: 12/3/2018 [html](#) [pdf](#)

Status: 9/10/2019-Read. Adopted. (Ayes 38. Noes 0.) Ordered to the Assembly. In Assembly. Read first time. Held at Desk.

Is Fiscal: N

Location: 9/10/2019-A. DESK

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: The California Constitution prohibits the development, construction, or acquisition of a low-rent housing project, as defined, in any manner by any state public body until a majority of the qualified electors of the city, town, or county in which the development, construction, or acquisition of the low-rent housing project is proposed approve the project by voting in favor at an election, as specified. This measure would repeal these provisions.

Total Measures: 36

Total Tracking Forms: 36



July 10, 2020

Hon. Anthony Rendon
Speaker of the Assembly
California State Assembly
State Capitol, Room 219
Sacramento, CA 95814

Hon. Toni Atkins
President pro Tempore
California State Senate
State Capitol, Room 205
Sacramento, CA 95814

RE: Request for Extension of Housing Element Submissions

Dear Speaker Rendon and President pro Tempore Atkins:

On behalf of the Orange County Council of Governments (OCCOG), thank you for your leadership in taking early and aggressive action in response to the Coronavirus Disease 2019 (COVID-19). OCCOG is comprised of 62 diverse member jurisdictions in Orange County. I am writing to request additional time for our local jurisdictions to take the steps necessary to thoughtfully plan for their future housing needs. Specifically, in light of the staff capacity and community outreach hurdles currently facing local governments caused by COVID-19, **we request an additional six-months for our cities to complete their Housing Element updates for the 6th Housing Element cycle.**

As you know, the Southern California region received a housing need determination of 1.3 million units from the California Department of Housing and Community Development (HCD), nearly three times larger than the determination provided under the previous cycle. Currently, the Southern California Association of Governments (SCAG), the agency responsible for allocating the 1.3 million units to jurisdictions in Imperial, Los Angeles, Orange, Riverside, San Bernardino, and Ventura counties, is nearing a final allocation for its member jurisdictions following the adoption of a methodology. SCAG staff anticipates draft allocations to be noticed in September 2020, followed by an appeals process with a final allocation in February 2021. **Local jurisdictions are required to submit an updated housing element to HCD by October 2021.**

To be clear, we remain committed to working with the state and other partners in addressing our housing crisis. We recognize that the circumstances relating to COVID-19 should not be used as a broad reason to delay important requirements and timelines. There are, however, limited and targeted situations where adjustments will help ensure a better outcome, provided that they keep the state and local governments on target toward meeting housing goals.

Government Code 65583(c)(7) requires: "The local government shall make a diligent effort to achieve public participation of all economic segments of the community in the development of the housing element, and the program shall describe this effort." Many of our member jurisdictions are



currently in the middle of their housing element update processes, which involve detailed planning development and community outreach. COVID-19 upended this momentum, however, as our member agencies have had to unexpectedly shift to address the crisis. Local jurisdictions had to quickly divert resources and staff and completely rethink effective community outreach events. In some cases, jurisdictions have had to reduce their planning departments' resources given the fiscal crisis impacting their budgets. This has understandably caused a delay in the housing element update process. The current challenges facing cities and counties limit the ability of local jurisdictions to deliver housing elements of the quality and caliber, and with the robust community input, needed to fully address the housing crisis. Housing elements are complex documents that serve as the cornerstone for local policies. To be done right, they require extensive community outreach and input.

In light of these circumstances, OCCOG respectfully requests a six-month extension of the submittal deadline of the 6th Cycle Housing Element update. In Orange County alone, many of our cities are furloughing employees reducing the number of staff members available to handle these tasks. These cities include, but are not limited to: Brea, Costa Mesa, Fountain Valley, Laguna Beach, Laguna Hills, La Habra, Lake Forest, Los Alamitos, San Juan Capistrano, and Santa Ana.

This modest extension provides our cities the flexibility to thoughtfully develop a detailed housing element and to find creative solutions to ensure meaningful community engagement across economic sectors. Thank you for your time and consideration of this request. If you have any questions, please contact me by email at marnie@occog.com or by phone at (949) 698-2856.

Sincerely,

Marnie O'Brien Primmer
Executive Director

c: Members of the Orange County Legislative Delegation
Kevin Gilhooley, Southern California Association of Governments