



AGENDA

Orange County Council of Governments Board of Directors' Regular Meeting

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 subregional 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.

Orange County Transportation Authority Headquarters
First Floor – Conference Room 154/155
600 South Main Street, Orange, California
Thursday, January 24, 2013 10:30 a.m. to 12:00 p.m.

Board Members

Leroy Mills, District 18, Chairman
Brett Murdock, District 22, Vice Chairman
Vacant, District 12
Vacant, District 13
Vacant, District 14
Leslie Daigle, District 15
John Nielsen, District 17
Kris Murray, District 19
Andy Quach, District 20
Vacant, District 21
Matthew Harper, District 64
Bob Ring, Cities At-Large
Janet Nguyen, County At-Large

Phil Anthony, ISDOC
Vacant, OCSD
Vacant, OCTA
Patricia Bates, SCAG – County Representative
Shawn Nelson, SCAQMD – County Representative
Bert Hack, TCA
Vacant, OCD, LOCC
Vacant, Private Sector Representative
Vacant, University Representative
Vacant, Business Community
Julie Puentes, Health Care/Hospital Industry
Karen Roper, Housing (Non-Profit) Community
Carolyn Emery, LAFCO

Agenda Descriptions

The agenda descriptions are intended to give members of the public a general summary of items of business to be transacted or discussed. The posting of the recommended actions does not indicate what action will be taken. The Board of Directors may take any action which it deems to be appropriate on the agenda item and is not limited in any way 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's and submitting it to the Clerk of the Board. Speakers will be recognized by the Chairman at the time the agenda item is to be 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.octa.net/occog or through the Clerk of the Board's office at the OCTA Headquarters, 600 South Main Street, Orange, California.



AGENDA

Orange County Council of Governments Board of Directors' Regular Meeting

Accessibility

Any person with a disability who requires a modification or accommodation in order to participate in this meeting should contact the Clerk of the Board, telephone (714) 560-5676, no less than two business days prior to this meeting to enable the Orange County Transportation Authority (OCTA) to make reasonable arrangements to assure accessibility to this meeting.

Call to Order

Roll Call

Pledge of Allegiance

Board Member Ring

Special Matters

1. Orange County Council of Governments Board/Southern California Association of Governments Regional Council Elections

Recommended Action

- A. Declare the uncontested candidates for District 12 (Mike Munzing, Aliso Viejo), District 14 (Steven Choi, Irvine), and District 21 (Art Brown, Buena Park) as the Southern California Association of Governments Regional Council and Orange County Council of Governments Board Members, without the need for an election.
- B. Hold election for District 13 Southern California Association of Governments Regional Council and Orange County Council of Governments Board Member seat. Candidates are Lake Forest Mayor Pro Tem, Kathryn McCullough, and Laguna Hills Mayor Barbara Kogerman. Only elected officials present from Laguna Hills, Lake Forest, Mission Viejo, and Laguna Woods may vote.

Consent Calendar (Items 2 through 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.

2. Approval of Minutes of the September 27, 2012, Board of Directors' Meeting

Recommended Action

Approve the Minutes of the September 27, 2012, Board of Directors' meeting, as presented or amended.



AGENDA

Orange County Council of Governments Board of Directors' Regular Meeting

3. Orange County Council of Governments' Financial Report

Tom Wulf, Treasurer

Recommended Action

Approve the Orange County Council of Governments' financial report.

4. Fiscal Year Ended June 30, 2012 Basic Financial Statements and Auditor Communication

Recommended Action

Receive and file the Fiscal Year Ended June 30, 2012 Basic Financial Statements and Auditor Communication.

Regular Items

5. Orange County Council of Governments Board Ex-Officio and Southern California Association of Governments Community, Economic and Human Development Policy Committee Appointments

Dave Simpson, Executive Director

Recommended Action

- A. Appoint Kate Klimow as the University Representative, a non-voting, Ex-Officio Board Member.
- B. Appoint Bryan Starr as the Business Community Representative, a non-voting, Ex-Officio Board Member.
- C. Appoint Steven Schuyler as the Private Sector Representative, a non-voting, Ex-Officio Board Member.
- D. Recommend to the Southern California Association of Governments' (SCAG) President, the appointment of La Habra Mayor, Rose Espinoza, to SCAG's Community, Economic and Human Development Policy Committee.

6. Appointment of an Orange County Council of Governments Executive Director

Recommended Action

- A. Approve the appointment of Gwenn Norton-Perry as Orange County Council of Governments Executive Director per terms outlined in the proposed independent contractor agreement, effective on January 24, 2013.



AGENDA

Orange County Council of Governments Board of Directors' Regular Meeting

6. (Continued)

- B. Authorize the Chairman to execute the independent contractor agreement for Gwenn Norton-Perry to serve as OCCOG Executive Director.

Reports

7. **Report from the Technical Advisory Committee Chair**

Marika Poynter, Technical Advisory Committee Chair

8. **Chairman's Report (verbal)**

Leroy Mills, Chairman

9. **Executive Director's Report (verbal)**

Dave Simpson

- State legislative update (SB 1)
- Proposed 2013 OCCOG Board Calendar

10. **Southern California Association of Governments' Orange County Regional Affairs Officer Report (verbal)**

Kevin Gilhooley

11. **Public Comments**

At this time, members of the public may address the Board of Directors regarding any items within the subject matter jurisdiction of the Board of Directors, but no action may be taken on off agenda items 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.

12. **Board Members' Reports**

13. **Member Agencies' Reports**

14. **Closed Session**

Public Employee Appointment (Per California Government Code Section 54957)
Title: Executive Director.

15. **Adjournment**

The next regularly scheduled meeting of this Board is scheduled from **10:30 a.m. to 12:00 p.m. on Thursday, February 28, 2013**, at the Orange County Transportation Authority Headquarters.



ORANGE COUNTY COUNCIL OF GOVERNMENTS

January 24, 2013

Subject: Orange County Council of Governments Board/Southern California Association of Governments Regional Council Elections

Summary: Several Orange County Council of Governments (OCCOG) Board members termed out of or did not seek reelection to their respective council seats resulting in vacancies on the Board. As a subregion, OCCOG implements Southern California Association of Governments (SCAG) election procedures for District Seats and typically uses the forum of the OCCOG Board meetings for SCAG District elections. The OCCOG Board has no formal action, only elected officials present from SCAG Member cities may vote. Per SCAG procedures, cities within each district were notified of the vacancies and planned date of election.

Following SCAG election procedures, if there is a single candidate for a District Seat, no election is necessary and the qualified candidate shall be the representative of that District. Nominations from the floor are not permitted. There is one contested District seat noted below and an election is necessary at this time.

Nominees for OCCOG/SCAG District Vacancies

District 12: Representing the cities of Aliso Viejo, Dana Point, Laguna Beach, Laguna Niguel, San Clemente, San Juan Capistrano **Nominee: Councilmember Mike Munzing, Aliso Viejo**

District 13: Representing the cities of Laguna Hills, Laguna Woods, Lake Forest, Mission Viejo and Rancho Santa Margarita
Nominees: Kathryn McCullough, Mayor Pro Tem, Lake Forest and Barbara Kogerman, Mayor, Laguna Hills

A VOTE OF ELECTED REPRESENTATIVES PRESENT FROM SCAG MEMBER CITIES FROM DISTRICT 13 IS NEEDED. NOTE: THE CITY OF RANCHO SANTA MARGARITA IS NOT A MEMBER CITY.

District 14: Representing the City of Irvine
Nominee: Mayor Steven Choi (single city District)

District 21: Representing the cities of Fullerton and Buena Park
Nominee: Councilmember Art Brown, Buena Park

The terms for the District Seats are two years. Elections for even numbered seats are held in even numbered years and elections for odd numbered seats are held in odd numbered years. The term of office runs with the seat, therefore, District 12 and 14 will occur again in 2014.

- Recommendation:**
- A. Declare the uncontested candidates for District 12 (Mike Munzing, Aliso Viejo), District 14 (Steven Choi, Irvine), and District 21 (Art Brown, Buena Park) as the Southern California Association of Governments Regional Council and Orange County Council of Governments Board Members, without the need for an election.
 - B. Hold election for District 13 Southern California Association of Governments Regional Council and Orange County Council of Governments Board Member seat. Candidates are Lake Forest Mayor Pro Tem, Kathryn McCullough, and Laguna Hills Mayor Barbara Kogerman. Only elected officials present from Laguna Hills, Lake Forest, Mission Viejo and Laguna Woods may vote.

Attachments: None.

Staff: Dave Simpson, Executive Director
(714) 560-5570
Dsimpson@octa.net



MINUTES

Orange County Council of Governments Board of Directors' Meeting

Call to Order

The regular meeting of the Orange County Council of Governments was called to order by Chairman Mills at 10:35 a.m. on Thursday, September 27, 2012, at the Orange County Transportation Authority Headquarters, 600 South Main Street, Conference Room 154, Orange, California.

BOARD MEMBERS PRESENT

Leroy Mills, District 18, Chairman
Brett Murdock, District 22, Vice Chairman
Paul Glaab, District 12
Joel Lautenschleger, District 13
Sukhee Kang, District 14
John Nielsen, District 17
Kris Murray, District 19
Matthew Harper, District 64
Bob Ring, Cities At-Large
Janet Nguyen, County At-Large
Phil Anthony, ISDOC
Mark Waldman, OCSD
Peter Herzog, OCTA
Shawn Nelson, SCAQMD – County Representative
Bert Hack, TCA
Fred Smoller, University Comm. (Ex-Officio), Alternate
Julie Puentes, Health Care/Hospital Industry (Ex-Officio)
Joyce Crosthwaite, LAFCO (Ex-Officio)

BOARD MEMBERS ABSENT

Leslie Daigle, District 15
Andy Quach, District 20
Sharon Quirk-Silva, District 21
Patricia Bates, SCAG – County Representative
Bryan Starr, Building Industry (Ex-Officio)
Karen Roper, Housing (Non-Profit) Comm. (Ex-Officio)

STAFF PRESENT

Dave Simpson, Executive Director
Laurena Weinert, OCTA Assistant Clerk of the Board
Allison Cheshire, OCTA Deputy Clerk of the Board
Fred Galante, General Counsel
Marika Modugno, Technical Advisory Committee Chair

Pledge of Allegiance

The pledge of allegiance was led by Board Member Harper.

Special Calendar

There were no Special Calendar matters



MINUTES

Orange County Council of Governments Board of Directors' Meeting

Consent Calendar

1. Approval of Minutes

A motion was made by Board Member Ring, seconded by Board Member Anthony, and declared passed by those present, to approve the minutes of the June 28, 2012, meeting.

Board Members Glaab, Kang and Nelson were not present to vote on this item.

2. Orange County Council of Governments' Financial Report

A motion was made by Board Member Ring, seconded by Board Member Anthony, and declared passed by those present, to approve the Orange County Council of Governments' financial report.

Board Members Glaab, Kang and Nelson were not present to vote on this item.

Regular Calendar

3. Southern California Association of Governments Sustainable Communities Strategy Subcommittee Update

Dave Simpson, Executive Director, provided an update on the Southern California Association of Governments Sustainable Communities Strategy subcommittees and upcoming meetings. Technical Advisory Committee Members, as well as staff from the Orange County Transportation Authority, will be attending as many meetings as possible.

Additional discussion ensued among the Members and staff regarding the necessity to participate in the subcommittee meetings to provide oversight and representation.

No action was taken on this receive and file item.

4. Orange County Council of Governments Executive Director Recruitment

Dave Simpson, Executive Director, provided an overview of the Executive Director recruitment. Initial screening of the applicants would be done with the assistance of the Orange County Transportation Authority (OCTA). A short-list of candidates would then be provided to the Orange County Council of Governments (OCCOG) for review and appointment in January 2013. There will be a transition period of six months through June 2013. Additionally, OCTA will continue to support OCCOG and provide space for the Executive Director, as well as meeting space.

4. (Continued)

Fred Galante, General Counsel, commented that appropriate amendments would that be approved by both OCCOG and OCTA do document changes to the agreement between the parties.

A motion was made by Board Member Herzog, seconded by Board Member Glaab, and declared passed by those present, to:

- A. Authorize the current Executive Director to initiate recruitment for a successor Executive Director as outlined in the accompanying staff report.
- B. Create an ad-hoc committee, as directed by the Chairman, to interview qualified candidates and return to the Board in January 2013, with a recommended candidate Executive Director.

Reports

5. Report from the Technical Advisory Committee Chair

Marika Modugno, Technical Advisory Committee (TAC) Chair, reported that the TAC recently received a presentation from Southern California Association of Governments on their Urban Footprint Model, which will be utilized in the development of the 2016-2040 Regional Transportation Plan/Sustainable Communities Strategy.

6. Chairman's Report

Chairman Mills provided an update on the following:

- Joint workshop with the Air Quality Management Plan;
- Report on the Port of Long Beach emissions;
- Recent meeting of the Southern California Association of Governments; and
- Cap and Trade efforts

7. Executive Director's Report

Dave Simpson, Executive Director, provided an update on the following:

- Ex-Officio vacancies;
- Regional Transportation Plan/Sustainable Communities Strategy timeline;
- Air Quality Management Plan; and
- Bike study effort



MINUTES

Orange County Council of Governments Board of Directors' Meeting

8. Public Comments

No public comments were received.

9. Board Members' Reports

Board Member Herzog reported that the review period for the draft Air Quality Management Plan much shorter that is was for the previous plan and that all the documents have not been released. The plan is scheduled to be approved in December 2012. The issue that has been raised is to roll the plan back to PM2.5, which will enable attainment by 2014.

Board Member Hack reported on the closure of the San Onofre Nuclear Generating Station (SONGS) and commented that the Nuclear Regulatory Commission is looking into whether the plant should re-open or not.

Board Member Glaab commented that the Southern California Edison is reviewing how to bring SONGS back on-line in a safe manner.

10. Member Agencies' Reports

Debra Ashby, Senior Public Information Specialist, Air Quality Management District reported on the following:

- Implementation of an online air quality complaint system; and
- City of San Juan Capistrano to be honored at this year's Clean Air Awards.

11. Staff Members' Reports

No reports were offered from staff members.

12. Adjournment

The meeting adjourned at 11:25 a.m. The next regularly scheduled meeting of this Board will be held from **10:30 a.m. to 12:00 p.m. on Thursday, November 15, 2012**, at the Orange County Transportation Authority Headquarters.

ATTEST

Allison Cheshire
Deputy Clerk of the Board

Leroy Mills
OCCOG Chairman

2012 OCCOG Board Meeting Attendance

Board Seat Member/Alternate Name	1/26/12	2/23/12	3/22/12	4/26/12	6/28/12	8/23/12	9/27/12	11/15/12
Regular Voting Members								
<u>SCAG District 13</u>								
Paul Glaab	X			X	X	X	X	
Joe Brown, Alternate								
Phil Tsunoda, Alternate		X						
<u>SCAG District 13</u>								
Joel Lautenschleger	X	X		X	X	X	X	X
Kathryn McCullough, Alternate								
<u>SCAG District 14</u>								
Suhkee Kang	X	X		X		X	X	
Jeff Lalloway, Alternate								
<u>SCAG District 15</u>								
Leslie Daigle								
<u>SCAG District 17</u>								
John Nielsen	X	X			X	X	X	
<u>SCAG District 18</u>								
Leroy Mills	X	X	X	X	X	X	X	X
Prakash Narain, Alternate								
<u>SCAG District 19</u>								
Kris Murray	X		X		X	X	X	
Gail Eastman, Alternate								
<u>SCAG District 20</u>								
Andy Quach								
Tri Ta, Alternate								
<u>SCAG District 21</u>								
Sharon Quirk-Silva	X		X		X			
<u>SCAG District 22</u>								
Brett Murdock	X	X		X	X	X	X	X
Ron Garcia, Alternate								
<u>SCAG District 64</u>								
Matthew Harper	X	X	X	X		X	X	
Keith Bohr, Alternate								
Regular Voting Members								
<u>Cities-at-Large</u>								
Bob Ring	X	X		X	X	X	X	
Milt Robbins, Alternate								

2012 OCCOG Board Meeting Attendance

Board Seat Member/Alternate Name	1/26/12	2/23/12	3/22/12	4/26/12	6/28/12	8/23/12	9/27/12	11/15/12
<u>County-at-Large</u>								
Janet Nguyen	X			X		X	X	
Bill Campbell, Alternate								
<u>ISDOC</u>								
Phil Anthony	X	X	X	X	X	X	X	
Joan Finnegan, Alternate								
Rich Freschi, Alternate								X
<u>OCSD</u>								
Mark Waldman	X	X		X	X	X	X	X
Jim Ferryman, Alternate								
<u>OCTA</u>								
Peter Herzog	X	X	X	X	X	X	X	
William Dalton, Alternate								
<u>SCAG - County Rep</u>								
Patricia Bates					X			
<u>SCAQMD - County Rep</u>								
Shawn Nelson	X	X	X	X	X	X	X	X
<u>TCA</u>								
Bert Hack	X	X	X	X	X	X	X	
Voting Members	16	13	8	13	14	15	15	6
			No Quorum					No Quorum

*The May 24, July 26, and October 25, 2012, meetings were cancelled.

**No quorum was present for the March 22 and November 15, 2012 meetings.

2012 OCCOG Board Meeting Attendance

Board Seat Member/Alternate Name	1/26/12	2/23/12	3/22/12	4/26/12	6/28/12	8/23/12	9/27/12	11/15/12
Ex-Officio Non-Voting Members								
<u>OCD, LOCC</u>								
<i>Vacant</i>								
<u>Private Sector</u>								
Bryan Starr (<i>Ex Officio</i>)	X							
Steven Schuyler, Alternate					X			X
<u>University Rep.</u>								
Elizabeth Toomey (<i>Ex-Officio</i>)				X				
Fred Smoller, Alternate	X					X	X	
<u>Business Comm.</u>								
Kate Klimow (<i>Ex-Officio</i>)	X	X	X	X	X			
<u>Health Care/Hospital</u>								
Julie Puentes (<i>Ex-Officio</i>)				X	X	X	X	
<u>Housing Comm.</u>								
Karen Roper (<i>Ex-Officio</i>)								
Julia Bidwell, Alternate	X		X					
<u>OCLAFCO</u>								
Joyce Crosthwaite (<i>Ex-Officio</i>)	X	X				X	X	
Benjamin Legbandt								
Non-Voting Members	5	2	2	3	3	3	3	1

*The May 24, July 26, and October 25, 2012, meetings were cancelled.

**No quorum was present for the March 22 and November 15, 2012 meetings.



**ORANGE COUNTY
COUNCIL OF GOVERNMENTS**

January 24, 2013

Subject: **Orange County Council of Governments' Financial Report**

Summary: Orange County Council of Governments' (OCCOG) financial information is provided for board review.

As of December 31, 2012, OCCOG had a bank balance of \$247,359.24 at Bank of the West. There were no outstanding checks.

Recommendation: Approve the Orange County Council of Governments' financial report.

Attachments:

- A. OCCOG Checking Account Register
- B. Bank of the West Statement
- C. OCCOG Cash Receipts/Disbursements Report

Staff Contact: Tom Wulf
OCCOG Treasurer
714/560-5659
Twulf@octa.net

**Orange County Council of Governments
Checking Account Register
Fiscal Year 2012-13**

Date	Check #	Description	Amount	Balance	Date Cleared	FY20012-13 CDR Fees	FY20012-13 Dues	
July								
7/1/2012		Balance Forward		48,795.29				
7/11/2012	1070	OCTA	(35,250.00)	13,545.29	7/16/2012			
7/16/2012		Fullerton	11,935.30	25,480.59		3,219.55	8,715.75	
7/17/2012		Seal Beach	4,477.10	29,957.69		1,203.50	3,273.60	
7/19/2012		Anaheim	25,652.93	55,610.62		6,896.28	18,756.65	
7/19/2012	1071	Dave Simpson	(56.00)	55,554.62	8/3/2012			
7/20/2012		OC Sanitation District	7,500.00	63,054.62			7,500.00	
7/23/2012		Beuna Park	8,263.44	71,318.06		2,221.19	6,042.25	
7/23/2012		Cypress	1,629.76	72,947.82		1,629.76		
7/23/2012		Cypress	4,431.44	77,379.26			4,431.44	
7/23/2012		Dana Point	5,093.37	82,472.63		1,369.47	3,723.90	
7/23/2012		Laguna Beach	4,382.82	86,855.45		1,178.76	3,204.06	
7/23/2012		Yorba Linda	7,201.42	94,056.87		1,941.73	5,259.69	
7/23/2012		Laguna Woods	3,943.65	98,000.52		1,060.57	2,883.08	
7/24/2012		Mission Viejo	9,106.91	107,107.43		2,448.16	6,658.75	
7/24/2012		SCAQMD	7,500.00	114,607.43			7,500.00	
7/26/2012		La Habra	6,897.81	121,505.24		1,854.27	5,043.54	
7/26/2012		Stanton	5,418.33	126,923.57		1,455.56	3,962.77	
7/26/2012		Los Alamitos	3,626.39	130,549.96		975.44	2,650.95	
7/27/2012	1072	CSUF ASC	(19,621.75)	110,928.21	8/6/2012			
7/31/2012		Tustin	7,927.64	118,855.85		2,133.99	5,793.65	
7/31/2012		Garden Grove	14,309.26	133,165.11		3,846.25	10,463.01	
7/31/2012		Huntington Beach	15,594.48	148,759.59		4,200.49	11,393.99	
7/31/2012		Rancho Santa Margarita	6,063.24	154,822.83		1,629.85	4,433.39	
7/31/2012		Laguna Hills	4,891.49	159,714.32		1,315.13	3,576.36	
7/31/2012		San Juan Capistrano	5,181.28	164,895.60		1,393.61	3,787.67	
August								
8/1/2012		Brea	5,547.14	170,442.74		1,498.94	4,048.20	
8/3/2012		San Clemente	7,119.09	177,561.83		1,913.74	5,205.35	
8/6/2012		Westminster	8,870.91	186,432.74		2,385.45	6,485.46	
8/6/2012		Santa Ana	6,610.04	193,042.78		6,610.04		
8/9/2012		La Palma	3,901.66	196,944.44		1,049.27	2,852.39	
8/9/2012		Laguna Nigel	7,084.71	204,029.15		1,904.53	5,180.18	
8/13/2012		Fountain Valley	6,562.83	210,591.98		1,764.08	4,798.75	
8/14/2012		TCA	9,000.00	219,591.98			9,000.00	
							Bank of the West	184,911.35
							O/S Checks	(20,015.75)
								<u>\$164,895.60</u>

[illegible]

Account Statement


December 1, 2012 - December 31, 2012

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>006529 3029136 0001 006230 10Z
ORANGE COUNTY COUNCIL OF GOVERNMENTS
ATTN TOM WULF
PO BOX 14184
ORANGE CA 92863-1584

At your service

 bankofthewest.com

 1-800-488-2265

Important Account Information

NOTICE: By federal law, as of 1/1/2013, funds in a noninterest-bearing transaction account (including an IOLTA/IOLA) will no longer receive unlimited deposit insurance coverage, but will be FDIC-insured to the legal maximum of \$250,000 for each ownership category. For more information, visit <http://www.fdic.gov/deposit/deposits/unlimited/expiration.html>

REGULAR BUSINESS CHECKING

ORANGE COUNTY COUNCIL OF GOVERNMENTS
ATTN TOM WULF

ACCOUNT SUMMARY

Beginning Balance	\$248,691.24
Total deposits and additions	0.00
Total withdrawals and subtractions	-1,332.00
Ending Balance	\$247,359.24

EARNINGS SUMMARY

Interest this statement period	\$0.00
Interest credited year-to-date	\$0.00
Annual percentage yield earned	0.00%
Average monthly balance	\$248,132.65

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.

Account Statement

December 1, 2012 - December 31, 2012

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REGULAR BUSINESS CHECKING [REDACTED] (continued)**ACTIVITY DETAIL****Transaction Detail**

<i>Date</i>	<i>Description</i>	<i>Deposits</i>	<i>Withdrawals</i>	<i>Balance</i>
Beginning Balance				\$248,691.24
12/19	Check Paid #1083		-1,332.00	247,359.24
Totals		\$0.00	-\$1,332.00	
Ending Balance				\$247,359.24

Checks Paid

<i>Number</i>	<i>Date paid</i>	<i>Amount</i>	<i>Number</i>	<i>Date paid</i>	<i>Amount</i>	<i>Number</i>	<i>Date paid</i>	<i>Amount</i>
1083e	12/19	1,332.00						
Total Checks Paid								\$1,332.00

e = Item presented electronically.



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.

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



Account Statement

December 1, 2012 - December 31, 2012

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**Orange County Council of Governments
Cash Receipts/Disbursements Report
For the Quarter ending September 30, 2012**

Cash Receipts

Date	Payer	Description	Amount
7/16/2012	Fullerton	Annual Dues and CDR Fees	11,935.30
7/17/2012	Seal Beach	Annual Dues and CDR Fees	4,477.10
7/19/2012	Anaheim	Annual Dues and CDR Fees	25,652.93
7/20/2012	OC Sanitation District	Annual Dues	7,500.00
7/23/2012	Buena Park	Annual Dues and CDR Fees	8,263.44
7/23/2012	Cypress	Annual Dues and CDR Fees	6,061.20
7/23/2012	Dana Point	Annual Dues and CDR Fees	5,093.37
7/23/2012	Laguna Beach	Annual Dues and CDR Fees	4,382.82
7/23/2012	Yorba Linda	Annual Dues and CDR Fees	7,201.42
7/23/2012	Laguna Woods	Annual Dues and CDR Fees	3,943.65
7/24/2012	Mission Viejo	Annual Dues and CDR Fees	9,106.91
7/24/2012	SCAQMD	Annual Dues	7,500.00
7/26/2012	La Habra	Annual Dues and CDR Fees	6,897.81
7/26/2012	Stanton	Annual Dues and CDR Fees	5,418.33
7/26/2012	Los Alamitos	Annual Dues and CDR Fees	3,626.39
7/31/2012	Tustin	Annual Dues and CDR Fees	7,927.64
7/31/2012	Garden Grove	Annual Dues and CDR Fees	14,309.26
7/31/2012	Huntington Beach	Annual Dues and CDR Fees	15,594.48
7/31/2012	Rancho Santa Margarita	Annual Dues and CDR Fees	6,063.24
7/31/2012	Laguna Hills	Annual Dues and CDR Fees	4,891.49
7/31/2012	San Juan Capistrano	Annual Dues and CDR Fees	5,181.28
8/1/2012	Brea	Annual Dues and CDR Fees	5,547.14
8/3/2012	San Clemente	Annual Dues and CDR Fees	7,119.09
8/6/2012	Westminster	Annual Dues and CDR Fees	8,870.91
8/6/2012	Santa Ana	CDR Fees	6,610.04
8/9/2012	La Palma	Annual Dues and CDR Fees	3,901.66
8/9/2012	Laguna Nigues	Annual Dues and CDR Fees	7,084.71
8/13/2012	Fountain Valley	Annual Dues and CDR Fees	6,562.83
8/14/2012	TCA	Annual Dues	9,000.00
8/16/2012	Lake Forest	Annual Dues and CDR Fees	8,037.34
8/21/2012	Costa Mesa	Annual Dues and CDR Fees	10,216.38
8/22/2012	Irvine	Annual Dues and CDR Fees	17,557.03

8/22/2012	County of Orange	Annual Dues	9,000.00
8/31/2012	City of Orange	Annual Dues and CDR Fees	12,014.54
9/4/2012	Newport Beach	Annual Dues and CDR Fees	8,564.48
			<u>291,114.21</u>

Cash Disbursements

Date	Check #	Payee	Description	Amount
7/11/2012	1070	OCTA	Admin Services - First quarter FY2012-13	35,250.00
1/19/2012	1071	Dave Simpson	Misc Travel - FY2011-12	56.00
7/27/2012	1072	CSUF ASC	CDR Fees- First quarter FY2012-13	19,621.75
8/16/2012	1073	Aleshire & Wynder	Legal Fees June 2012 - FY2011-12	774.00
8/30/2012	1074	Aleshire & Wynder	Legal Fees July 2012	126.00
				<u>55,827.75</u>

**Orange County Council of Governments
Cash Receipts/Disbursements Report
For the Quarter ending December 31, 2012**

Cash Receipts

Date	Payer	Description	Amount
10/4/2012	OCTA	Annual Dues	9,000.00
11/26/2012	Aliso Viejo		6,094.12
]]
			<u>15,094.12</u>

Cash Disbursements

Date	Check #	Payee	Description	Amount
10/1/2012	1075	OCTA	Admin Services - Second quarter FY2012-13	35,250.00
10/1/2012	1076	CSUF ASC	CDR Fees - Second quarter FY2012-13	19,621.75
10/1/2012	1078	Building Industry Assoc of So Cal	Conference Registration	100.00
10/1/2012	1079	Aleshire & Wynder	Legal Fees July 2012	378.00
10/18/2012	1080	Aleshire & Wynder	Legal Fees Sept 2012	1,170.00
10/18/2012	1081	Dave Simpson	Misc Travel and UCLA Conference Registration	785.00
10/19/2012	1082	PublicCEO.com	Job Ad	300.00
12/3/2012	1083	Aleshire & Wynder	Legal Fees Oct and Nov 2012	1,332.00
				<u>58,936.75</u>



**ORANGE COUNTY
COUNCIL OF GOVERNMENTS**

January 24, 2013

Subject: **Fiscal Year Ended June 30, 2012 Basic Financial Statements and Auditor Communication**

Summary: The Orange County Council of Governments is required to obtain an independent auditor opinion on its financial statements. Vavrinek, Trine, Day and Company, LLP (VTD), an independent accounting firm, conducted the annual audit of the Orange County Council of Governments financial statements for the fiscal year ended June 30, 2012. **The audit identified no significant deficiencies or material weaknesses in internal control.** VTD, as required by United States Generally Accepted Auditing Standards and Office of Management and Budget Circular A-133, has also issued herewith an Auditor's Communication to Those Charged with Governance.

Recommendation: Receive and file the Fiscal Year Ended June 30, 2012 Basic Financial Statements and Auditor Communication.

Attachments:

- A. Orange County Council of Governments Basic Financial Statements for the Year Ended June 30, 2012
- B. Fiscal Year 2011-12 Auditor's Communication to Those Charged with Governance

Staff Contact: Janet Sutter, Executive Director, Internal Audit
JSutter@octa.net
(714) 560-5591

Trevor Bogle, Engagement Partner
Vavrinek, Trine, Day & Company, LLP

ORANGE COUNTY COUNCIL OF GOVERNMENTS

Basic Financial Statements

Year Ended June 30, 2012

(with Independent Auditors' Report Thereon)

ORANGE COUNTY COUNCIL OF GOVERNMENTS

Basic Financial Statements

Year Ended June 30, 2012

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INDEPENDENT AUDITORS' REPORT

Board of Directors
Orange County Council of Governments
Orange, California

We have audited the accompanying financial statements of the governmental activities and the general fund of the Orange County Council of Governments (OCCOG), as of and for the year ended June 30, 2012, which collectively comprise OCCOG's basic financial statements as listed in the table of contents. These financial statements are the responsibility of OCCOG's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of OCCOG's internal control over financial reporting. Accordingly, we express no such opinion. An audit also includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements, assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to previously present fairly, in all material respects, the respective financial position of the governmental activities and the general fund of OCCOG as of June 30, 2012, and the respective changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated December 14, 2012, on our consideration of OCCOG's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance, and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3 through 5 and the budgetary comparison schedules on page 12 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Vavrinch, Train, Dwyer & Co., LLP

Laguna Hills, California
December 14, 2012

ORANGE COUNTY COUNCIL OF GOVERNMENTS

Management's Discussion and Analysis

As Management of the Orange County Council of Governments (OCCOG), we offer readers of OCCOG's financial statements this narrative overview and analysis of OCCOG's financial activities for the fiscal year ended June 30, 2012.

Overview of the Financial Statements

This discussion and analysis are intended to serve as an introduction to OCCOG's basic financial statements. The basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains required supplementary information.

Government-wide Financial Statements. The government-wide financial statements are designed to provide readers with a broad overview of OCCOG's finances in a manner similar to a private-sector business.

The statement of net assets presents information on all of OCCOG's assets and liabilities, with the difference between assets and liabilities reported as net assets. Over time, increases or decreases in net assets may serve as a useful indication on whether the financial position of OCCOG is improving or deteriorating.

The statement of activities presents information showing how OCTA's net assets changed during the fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods. The government-wide financial statements may be found on pages 6-7.

Fund Financial Statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. OCCOG, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. OCCOG consists of a single governmental fund.

Governmental Funds. Governmental fund financial statements focus on near-term inflows and outflows of spendable resources as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluation a government's near-term financing requirements. OCCOG consists of a single governmental fund. The fund financial statements may be found on pages 8-9.

Government-wide Financial Analysis

Total net assets increased \$3,067 or 6.83% during the current fiscal year. The increase is attributed to lower than anticipated legal fees and miscellaneous expenses.

The OCCOG Board of Directors adopted a formal budget for the fiscal year ended June 30, 2012. All revenues come from member agencies that pay annual membership dues and a pro rata share of the estimated fees for demographic research performed by California State University at Fullerton.

The City of Santa Ana discontinued membership in OCCOG resulting in a shortfall of member dues totaling \$5,000.

OCCOG contracts with the Orange County Transportation Authority to provide administrative support services to OCCOG for \$141,000 per year.

OCCOG has no employees and therefore does not provide any pension or other post employment benefits. OCCOG does not participate in any public entity risk pools.

Table 1
Orange County Council Of Governments
Net Assets

	Governmental Activities	
	2012	2011
Current and other assets	\$48,795	\$46,722
Total assets	48,795	46,722
Current liabilities	830	1,824
Total liabilities	830	1,824
Net assets:		
Unrestricted	47,965	44,898
Total Net Assets	\$47,965	\$44,898

Table 2
Orange County Council Of Governments
Changes in Net Assets

	Governmental Activities	
	2012	2011
Revenues:		
Program revenues:		
Member Dues and Fees	\$240,038	\$243,800
Total revenues	240,038	243,800
Expenses:		
General government	236,971	274,310
Total expenses	236,971	274,310
Changes in net Assets	3,067	(30,510)
Net assets—beginning of year	44,898	75,408
Net assets—end of year	47,965	44,898

General Fund Budgetary Highlights

All revenues are collected from member agencies. Members pay annual membership dues that fund expenses related to the administration of OCCOG. Members also reimburse OCCOG for the cost of demographic research performed by California State University, Fullerton.

The City of Santa Ana chose to discontinue membership in OCCOG resulting in actual membership dues being \$5,000 less than were budgeted. Although the actual cost of demographic research exceeded original estimates by \$1,238, total expenditures were \$6,829 less than the total appropriation.

Contacting OCCOG Management

Questions concerning any of the information provided in this report or requests for additional information should be addressed to the Accounting Department at Orange County Transportation Authority, 550 South Main Street, P.O. Box 14184, Orange, California 92863-1584.

ORANGE COUNTY COUNCIL OF GOVERNMENTS

Statement of Net Assets
June 30, 2012

	Governmental Activities
	<hr/>
<u>Assets</u>	
Cash (note 2)	<hr/> \$ 48,795
Total assets	<hr/> 48,795
	<hr/>
<u>Liabilities</u>	
Accounts payable	<hr/> 830
Total Liabilities	<hr/> 830
	<hr/>
<u>Net Assets</u>	
Net assets:	
Unrestricted	<hr/> 47,965
Total net assets	<hr/> \$ 47,965

See accompanying notes to the financial statements.

ORANGE COUNTY COUNCIL OF GOVERNMENTS

**Statement of Activities
Year Ended June 30, 2012**

	<u>Governmental Activities</u>
Program revenues, operating grants and contributions:	
Membership dues	\$ 240,038
Expenses:	
General government	<u>(236,971)</u>
Change in net assets	3,067
Net assets, beginning of year	<u>44,898</u>
Net assets, end of year	<u><u>\$ 47,965</u></u>

See accompanying notes to the financial statements.

ORANGE COUNTY COUNCIL OF GOVERNMENTS

Governmental Fund
Balance Sheet
June 30, 2012

	<u>General Fund</u>
<u>Assets</u>	
Cash	<u>\$ 48,795</u>
Total assets	<u><u>\$ 48,795</u></u>
<u>Liabilities and Fund Balance</u>	
Liabilities:	
Accounts payable	<u>\$ 830</u>
Total liabilities	<u>830</u>
Fund Balance:	
Unassigned	<u>47,965</u>
Total fund balance	<u>47,965</u>
Total liabilities and fund balance	<u><u>\$ 48,795</u></u>

See accompanying notes to the financial statements.

ORANGE COUNTY COUNCIL OF GOVERNMENTS

**Governmental Fund
Statement of Revenues, Expenditures and Change in Fund Balance
Year Ended June 30, 2012**

	<u>General Fund</u>
Revenues:	
Membership dues	<u>\$ 240,038</u>
Total revenues	<u>240,038</u>
Expenditures:	
General government:	
Demographic research	77,238
Administrative	141,000
Professional services	12,315
Miscellaneous expenses	<u>6,418</u>
Total Expenditures	<u>236,971</u>
Net change in fund balance	3,067
Fund balance, beginning of year	<u>44,898</u>
Fund balance, end of year	<u><u>\$ 47,965</u></u>

See accompanying notes to the financial statements.

ORANGE COUNTY COUNCIL OF GOVERNMENTS

Notes to the Financial Statements Year Ended June 30, 2012

(1) Summary of Significant Accounting Policies

(a) Organization

A Joint Exercise of Powers Agreement (Agreement) between public agencies located in Orange County, California (Members) created the Orange County Council of Governments (OCCOG) in August 1996. The Agreement may not be terminated except by an affirmative vote of a majority of total voting membership of the Board of Directors.

OCCOG was formed to enable Members to engage in regional and cooperative planning and coordination of government services. The goal and intent of OCCOG is one of voluntary cooperation among cities for the collective benefit of cities in Orange County.

The books and records for OCCOG for the year ended June 30, 2012 are maintained by the Orange County Transportation Authority (OCTA) Accounting Department at OCTA, 550 South Main Street, P.O. Box 14184, Orange, California 92863-1484.

(b) Measurement Focus, Basis of Accounting and Financial Statement Presentation

The basis financial statements of OCCOG are comprised of the following:

- Government-wide financial statements
- Fund financial statements
- Notes to the basic financial statements

Government-wide Financial Statements

Government-wide financial statements are presented using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows.

ORANGE COUNTY COUNCIL OF GOVERNMENTS

Notes to the Financial Statements Year Ended June 30, 2012

Fund Financial Statements

Governmental fund financial statements are reported using the current financial resources measurement focus and modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures are generally recorded when a liability is incurred, as under accrual accounting.

OCCOG reports the following major governmental fund:

General Fund – The General Fund is used to account for all financial resources except those required to be accounted for in another fund.

(c) Use of Estimates

The financial statements have been prepared in accordance with generally accepted accounting principles and may include amounts based on estimates and assumptions by management. Actual results could differ from those amounts.

(2) Cash

Cash consists of bank demand deposit accounts. The California Government Code requires California banks and savings and loan associations to secure a government's deposits by pledging government securities with a value of 110% of a government's deposits. California law also allows financial institution to secure government deposits by pledging first trust deed mortgage notes at 150% of the value of the government's total deposits. The collateral for deposits in federal and state chartered banks is held in safekeeping by an authorized Agent of Depository recognized by the State of California Department of Banking. These securities are physically held in an undivided pool of all California public agency depositors. As of June 30, 2012, OCCOG held \$48,795 in bank deposits and did not have any amounts in excess of Federal Deposit Insurance Corporation limits.

ORANGE COUNTY COUNCIL OF GOVERNMENTS

Required Supplementary Information Budgetary Comparison Schedule General Fund For the Year Ended June 30, 2012

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget</u>
	<u>Original</u>	<u>Final</u>		
Revenues:				
Membership dues and fees	\$ 243,800	\$ 243,800	\$ 240,038	\$ (3,762)
Total revenues	243,800	243,800	240,038	(3,762)
Expenditures:				
Current:				
General government:				
Demographic research	76,000	76,000	77,238	(1,238)
Administrative	141,000	141,000	141,000	-
Professional services	15,000	15,000	12,315	2,685
Miscellaneous expenses	11,800	11,800	6,418	5,382
Total expenditures	243,800	243,800	236,971	6,829
Excess (deficiency) of revenues over (under) expenditures	-	-	3,067	3,067
Net change in fund balance	\$ -	\$ -	\$ 3,067	\$ 3,067

See accompanying notes to the required supplementary information.

ORANGE COUNTY COUNCIL OF GOVERNMENTS

**Note to Required Supplementary Information
Year Ended June 30, 2012**

Budgetary Data

OCCOG establishes accounting control through formal adoption of an annual operating budget. The adopted budget can be amended by the Board as unforeseen circumstances come to management's attention.



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

Board of Directors
Orange County Council of Governments
Orange, California

We have audited the financial statements of the governmental activities, and the general fund of the Orange County Council of Governments (OCCOG), as of and for the year ended June 30, 2012, which collectively comprise OCCOG's basic financial statements and have issued our report thereon dated December 14, 2012. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

Management of OCCOG is responsible for establishing and maintaining effective internal control over financial reporting. In planning and performing our audit, we considered OCCOG's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of OCCOG's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of OCCOG's internal control over financial reporting.

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

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined previously.

Compliance and Other Matters

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

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



Laguna Hills, California
December 14, 2012



Board of Directors
Orange County Council of Governments
Orange, California

We have audited the financial statements of the governmental activities, and the general fund of the Orange County Council of Governments (OCCOG) for the year ended June 30, 2012. Professional standards require that we provide you with the following information related to our audit.

Our Responsibility under United States (U.S.) Generally Accepted Auditing Standards and *Government Auditing Standards*

Our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

As part of our audit, we considered the internal control of OCCOG. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we also performed tests of OCCOG's compliance with certain provisions of laws, regulations, contracts, and grants. However, the objective of our tests was not to provide an opinion on compliance with such provisions.

Planned Scope and Timing of the Audit

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit involved judgment about the number of transactions to be examined and the areas to be tested.

Our audit included obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by OCCOG are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during fiscal year 2012. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated December 14, 2012.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as OCCOG's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

This information is intended solely for the 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.



Laguna Hills, California
December 14, 2012



**ORANGE COUNTY
COUNCIL OF GOVERNMENTS**

January 24, 2013

Subject: **Orange County Council of Governments Board Ex-Officio and Southern California Association of Governments Community, Economic and Human Development Policy Committee Appointments**

Summary: The Orange County Council of Governments (OCCOG) Board of Directors benefits from the participation of several Ex-Officio board members. Some Ex-Officio members were created by the OCCOG bylaws while others were created within the last few years to assist the OCCOG with tasks such as the Orange County Sustainable Communities Strategy. The input these individuals provide has been extremely valuable.

Staff recommends filling vacancies on the OCCOG Board for three non-voting, ex-officio positions. Kate Klimow, Assistant Vice Chancellor, Community and Government Relations from the University of California, Irvine has submitted her name for the University Representative. Bryan Starr, Senior Vice President of Government Relations with the Orange County Business Council has submitted his name for consideration for the Board's Business Community Representative. Lastly, Steven Schuyler, Vice President of Government Affairs for the Building Industry Association of Southern California and currently the Private Sector Representative alternate member is recommended to fill this seat as the primary member. All three individuals are well known to OCCOG and very involved in the policies of interest to OCCOG. The biographies of these individuals are included in attachments A, B and C.

Staff also received a request to appoint Rose Espinoza, Mayor of La Habra, to the Southern California Association of Governments' (SCAG) Community, Economic and Human Development Policy Committee. Such appointments are forwarded to SCAG's President for approval. In the coming months staff will review all current appointments and return to the Board with an update.

Recommendation:

- A. Appoint Kate Klimow as the University Representative, a non-voting, Ex-Officio Board Member.
- B. Appoint Bryan Starr as the Business Community Representative, a non-voting, Ex-Officio Board Member.
- C. Appoint Steven Schuyler as the Private Sector Representative, a non-voting, Ex-Officio Board Member.
- D. Recommend to the Southern California Association of Governments' (SCAG) President, the appointment of La Habra Mayor, Rose Espinoza, to SCAG's Community, Economic and Human Development Policy Committee.

Attachments:

- A. Kate Klimow biography
- B. Bryan Starr biography
- C. Steven Schuyler biography

Staff:

Dave Simpson, Executive Director
(714) 560-5570
Dsimpson@octa.net

Kate Klimow

Kate Klimow is Assistant Vice Chancellor Community and Government Relations at the University of California, Irvine where she provides leadership in developing and implementing programs and strategies to engage community and government leaders in support of campus priorities at the local, state and federal levels.

In addition to managing the Office of Community & Government Relations and administering the advocacy and community engagement programs for UCI and the UCI Medical Center, she works collaboratively with senior administrators at UCI and the University of California Office of the President to maintain UCI's position as one of the most dynamic campuses in the University of California system.

Kate has a broad-based business perspective gained from working within both the public and private sector over her 20-plus year career in government relations and public affairs. She began working for an Arizona governor and the Arizona Department of Commerce before moving to California in 1997 to handle community relations for Parsons Corporation, an international engineering and design firm.

After three years as a member of the real estate development division for Walt Disney Imagineering, Kate moved to the Disneyland Resort, managing government affairs and industry relations for the theme parks, hotels, retail/dining venue, and two sports teams. Following Disney, Kate worked for KB Home, a Fortune 500 national homebuilder, where she provided strategic government relations and public affairs support for operating divisions throughout the United States. After a short term as the Executive Director of the Los Angeles division of the California Apartment Association, Kate joined Orange County Business Council in 2009, serving as Vice President of Government Relations.

Kate grew up in Phoenix, Arizona, but braved the cold, upstate New York winters to graduate *Phi Beta Kappa* and *Magna Cum Laude* from Colgate University, with a major in Anthropology and a minor in Theatre. Kate and her Ant eater husband David Golbeck (Class of '81) reside in Costa Mesa.

Bryan M. Starr

**Senior Vice President, Government Affairs
Orange County Business Council**

A professional advocacy strategist that has served Orange County's private sector for the last decade. Prior to joining the Orange County Business Council, Mr. Starr served as the Chief Executive Officer of the Building Industry Association of Southern California, Orange County Chapter. AS CEO, Bryan directed the largest BIA Chapter in California, focusing his team's efforts primarily on issue advocacy related to commercial and residential development, as well as, economic and construction industry workforce development.

Prior to his work on behalf of the private sector, Starr served in the United States Coast Guard. In 2001, he was appointed as a junior staff member to the powerful Committee on Ways and Means, United States House of Representatives. Starr returned from Washington to work on the 2003 CA Gubernatorial Recall. He was appointed as the Director of Coalitions to the Darrell Issa for Governor Campaign and later as Director of Candidate Operations for Peter Ueberroth. Starr was later appointed as the Deputy Political Director for the 41st Treasurer of the United States, Rosario Marin, during her bid for United States Senate. Following the Senate campaign, Starr was hired as Director of Public Affairs for Newport Beach based public affairs consulting firm. There he developed strategies for clients on issues ranging from municipal franchise contracts to land development and redevelopment projects as well as having lent himself to several local political campaigns.

Starr has served on numerous public boards including the Irvine Community Land Trust Inaugural Board of Directors, Orange County Council of Governments, OC Waste and Recycling, and the City of Irvine's Green Ribbon Commission.

Starr's opinions on political strategy and issue advocacy have been published in major news outlets such as the Orange County Register, OC Metro, the Long Beach Press Telegram, The California Real Estate Journal, The Orange County Business Journal, and several independent industry specific trade publications.

Starr received his Bachelor of Arts Degree in Political Science, with honors, from San Diego State University.

BIASC Names Steven Schuyler Vice President for Government Affairs

January 23, 2012

John Frith

IRVINE - The Building Industry Association of Southern California announced today that veteran government affairs advocate Steven Schuyler has joined the Association staff as Vice President for Government Affairs. In that role, he will be responsible for leading BIASC's regional public policy efforts and working closely with the Association's four Chapters on local issues.

Schuyler has more than 20 years' experience in public policy and government relations. For the past decade, he has been the principal of The Strategy Centre, representing a variety of clients including land use and environmental concerns, with a special focus on CEQA mitigations. He also has been an advocate for the Western States Petroleum Association and earlier in his career held a variety of positions with elected officials including U.S. Representative Jay Kim, Orange County Supervisor Todd Spitzer and Assembly Member Fred Aguiar.

In making the announcement, BIASC President Bob Yoder said Schuyler's background will provide the region's homebuilding industry with a strong resource as it grapples with ever-more complex environmental and regulatory issues across the six-county region.

"Steven has a rare combination of political and technical competence to lead our efforts in these areas," Yoder said. "He is a skilled negotiator who thoroughly understands the needs of our industry and of state and local government officials, and his understanding of environmental compliance issues will be particularly valuable."

Schuyler earned a master's degree in environmental studies-policy and planning, from California State University, Fullerton. He also holds a bachelor's degree in political science from the University of La Verne. He lives in Chino Hills with his wife, Martha, and four-year-old son, Remington.

###

BIASC represents almost 1,000 member companies throughout Southern California. Along with its four chapters – Los Angeles/Ventura, Orange County, Riverside County and Baldy View – it advocates on behalf of the homebuilding industry throughout Los Angeles, Ventura, southeast Kern, Orange, Riverside, Imperial and San Bernardino counties.

Article originally appeared on Welcome to BIA Southern California (<http://www.biasc.org/>).

See website for complete article licensing information.



ORANGE COUNTY COUNCIL OF GOVERNMENTS

January 24, 2013

Subject: **Appointment of an Orange County Council of Governments Executive Director**

Summary: On September 27, 2012, the Orange County Council of Governments (OCCOG) Board of Directors authorized the OCCOG Executive Director to initiate recruitment for a successor OCCOG Executive Director. Additionally, the board supported the recommendation for the OCCOG Chairman to appoint an ad-hoc committee to interview qualified candidates and return to the Board in January 2013 with a recommended candidate to serve as Executive Director. This process has successfully identified a candidate, Gwenn Norton-Perry, who is recommended to the OCCOG Board of Directors for consideration of appointment.

Background: The Fiscal Year 2012-2013 budget included a dues increase for OCCOG member agencies that was intended to provide OCCOG more financial stability so that OCCOG could become a self-sustaining organization and not continue to be overly dependent on another agency's administration for its operations.

The Orange County Transportation Authority (OCTA)/OCCOG administrative agreement expires June 30, 2013. Securing an Executive Director for OCCOG at this time will allow for a transition period so that OCCOG operations continue. The agreement with OCTA would remain intact through the end of June 2013 with the support of OCTA for OCCOG's clerk, treasurer and administrative functions. OCCOG's current Executive Director would continue to provide support as needed, however, would no longer serve as Executive Director and his hours for OCCOG purposes would decrease. OCTA will continue to offer OCTA meeting facilities to OCCOG as well as an office for a new Executive Director to work from beyond the end of the administrative agreement.

In addition to the Board-adopted 2012-2013 Workplan, among the tasks for the successor OCCOG Executive Director will be to develop and execute a transition plan including the identification of resources needed to provide OCCOG administrative support post June 2013.

Working with the new Executive Director, OCTA will provide for continued use of OCTA meeting rooms, through June 2013 and beyond. OCCOG would continue to hold Board and Technical Advisory Committee meetings at OCTA and, if needed, will work with the Southern California Association of Governments and OCTA to secure an office/cube for the OCCOG Executive Director to work from within OCTA offices in Orange. General copier/printing needs as well phone service would be supported. Access to OCTA's Wi-fi would also be allowed. OCTA would not support the Executive Director with access to the OCTA network or an OCTA e-mail account.

Recruitment and Evaluation Process

As the current Executive Director was not to be among the candidates, it was determined he lead the implementation of the recruitment and evaluation process with the support of OCTA Human Resource staff, the OCCOG Chairman, his ad-hoc selection committee, members of the OCCOG Executive Management Committee and OCCOG legal counsel.

Recruitment and Evaluation Timeline

Executive Director Recruitment Commences	October 1, 2012
Close of Recruitment	November 16, 2012
Candidate screening panel meeting	December, 14, 2012
Board Consideration of Executive Director	January 24, 2013

The job opportunity was sent broadly to individuals as well as organizations electronically and was available on OCCOG's web page. An ad was also placed in PublicCEO.com, a web-based news organization focusing on local government throughout the state. The job announcement for OCCOG was sent to a list of 21,000 subscribers, comprised of local government decision-makers (City Managers, County Administrators, Public Executives, Elected Officials), as well as prominent media members who cover government issues throughout the state.

The recruitment yielded 19 candidates for consideration. All candidates were reviewed by a screening panel consisting of the OCCOG Chairman, Leroy Mills, OCCOG Executive Director Dave Simpson, OCCOG General Counsel Fred Galante, and Former OCCOG Director and Mission Viejo City Manager, Dennis Wilberg. Evaluation criteria included government leadership experience, understanding of the role and function of a Council of Governments, local and regional political experience and technical experience. The screening process led to the interview of three candidates by an Ad-Hoc Committee comprising of OCCOG Chairman Mills, Vice Chairman Murdock, and Board Members Nielsen and Murray.

Compensation

The selected Executive Director shall be retained as an independent contractor of OCCOG as allowed for per the OCCOG bylaws. The initial term of the agreement is until June 30, 2014, subject to the OCCOG Board's approval of a FY 2013-2014 budget. An appropriate hourly compensation of \$100 per hour is included in the proposed contract (Attachment A). Among other terms, the contract includes a "not to exceed" amount of \$150,000 for the initial term of the agreement that may be charged to OCCOG. Appropriate mileage/travel costs would be reimbursed, subject to pre-approval by the Board or OCCOG Chair, as time permits. As is typical with independent contractor arrangements, no health insurance, deferred compensation or retirement benefits are offered as part of this contract.

Budget

Funding for the Executive Director is provided for in the approved OCCOG Fiscal Year 2012-2013 budget, specifically under Administrative Fees (\$208,216). This same fund supports the current OCTA/OCCOG administrative agreement which stipulates OCCOG pays OCTA \$141,000 annually through quarterly payments.

- Recommendation:**
- A. Approve the appointment of Gwenn Norton-Perry as Orange County Council of Governments Executive Director per terms outlined in the proposed independent contractor agreement, effective on January 24, 2013.
 - B. Authorize the Chairman to execute the independent contractor agreement for Gwenn Norton-Perry to serve as Executive Director.

- Attachments:**
- A. Proposed Executive Director Contract

Staff: Dave Simpson, Executive Director
Dsimpson@octa.net
(714) 560-5570

INDEPENDENT CONTRACTOR AGREEMENT FOR EXECUTIVE DIRECTOR SERVICES

This INDEPENDENT CONTRACTOR AGREEMENT FOR EXECUTIVE DIRECTOR SERVICES ("Agreement") by and between the ORANGE COUNTY COUNCIL OF GOVERNMENTS, a California Joint Powers Authority ("OCCOG") and GWENN NORTON-PERRY, an individual ("Contractor") is approved as of the 24th day of January, 2013 ("Effective Date").

RECITALS

A. OCCOG operations are administered through an administrative agreement between the Orange County Transportation Authority ("OCTA") and OCCOG whereby OCTA is responsible for all administrative functions of OCCOG. The current OCTA/OCCOG administrative agreement will terminate June 30, 2013. To provide for seamless transition between OCTA and the successor Executive Director, the OCCOG Board deemed it necessary to obtain the services of a new Executive Director by the beginning of 2013.

B. To this end, at its September 27, 2012 Board meeting, the OCCOG Board authorized the current Executive Director to issue a solicitation for interested firms or individuals to submit proposals for the position and selected an Ad Hoc Subcommittee of the Board to interview the top candidates and make appropriate recommendations to the Board.

C. On September 27, 2012, OCCOG issued a solicitation for qualified firms or individuals to serve in the capacity of OCCOG's contract Executive Director.

D. OCCOG received proposals from 19 firms and individuals and, following review of proposals and interview of selected candidates, the Ad Hoc Subcommittee recommended that the Board engage the services of Contractor.

E. Contractor represents that [he/she] has the qualifications and ability to perform the services of OCCOG's Executive Director in a professional manner. Performance of the Services in a professional manner includes, but is not limited to, meeting the requirements of this Agreement.

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

NOW, THEREFORE, in consideration of the mutual promises, covenants and conditions contained herein, OCCOG and Contractor hereby agree as follows:

AGREEMENT

1.0 POSITION & DUTIES

1.1 Duties and Appointment of Contractor as OCCOG Executive Director. OCCOG hereby appoints Contractor as the Executive Director of OCCOG to perform the functions and duties as specified in OCCOG's job description for the OCCOG Executive

Director position, a copy of which is attached as Exhibit "A" to this Agreement, as well as the functions and duties outlined for the OCCOG Executive Director in the OCCOG Bylaws. Contractor shall be responsible for the general conduct and administration of all OCCOG business, supervision of all OCCOG contractors and performance of such other legally permissible and proper functions and duties as the OCCOG Board shall, from time-to-time, direct or assign.

1.2 Work Schedule. Contractor is expected to engage in the hours of work that are necessary to fulfill the obligations of the position of OCCOG Executive Director. Additionally, Contractor acknowledges that the duties also often require attending the monthly OCCOG meetings or regional meetings related to OCCOG's business. Notwithstanding the foregoing, Contractor may set her own hours and OCCOG, by approval of the Chair of the Board, shall accommodate all reasonably designated hours. Other than attendance at meetings, Contractor shall have discretion to determine where to perform any of the services to be performed, provided she provides contact information and is otherwise easily accessible to OCCOG Board members, contractors and others conducting business with OCCOG.

1.3 OCTA Facility/Resources. OCCOG is authorized by contract with OCTA to utilize certain OCTA resources and facilities. For so long as such contract is in place, OCCOG will provide Contractor with an office, phone, facsimile, and copy equipment to perform the services pursuant to this Agreement. No computer or access to OCTA's computer network shall be provided. All other equipment, tools and materials Contractor deems necessary to provide the services herein, including but not limited to computer and internet or email access, shall be provided by Contractor at her own expense, except if approved pursuant to Section 2.2. Contractor shall comply with OCTA's established security requirements.

1.4 Independent Contractor.

(a) Contractor shall provide the services described in Exhibit "A" to OCCOG as an independent contractor. It is understood and acknowledged by and between OCCOG and Contractor that Contractor is not now, and shall not be considered during the performance of this Agreement, an employee of OCCOG. Contractor hereby acknowledges and warrants that, as an independent contractor, Contractor is solely responsible for her performance and that of any authorized assistant or subcontractor of the services hereunder, which performance shall comply with rules, regulations and bylaws applicable to OCCOG. Contractor is solely liable for all costs and expenses associated with the performance hereunder and for any and all loss or damages which may be caused or occasioned on account of Contractor's condition of services pursuant to this Agreement, whether the same loss or damages be for personal injury or property damage. Notwithstanding the foregoing, OCCOG shall be responsible for those expenses approved as provided as in Section 2.2. Under no circumstances shall Contractor look to OCCOG as her employer, or as a partner, agent, or principal. Contractor shall not be entitled to any benefits, including without limitation worker's compensation, deferred compensation, disability insurance, vacation or sick pay.

(b) Contractor shall have the option to hire an assistant or subcontractor to perform clerical or secretarial support services under the Agreement; provided Contractor shall remain the principal person in charge of performing services under this Agreement

and first secures approval from the Chair of the Board to use such assistants. Any assistant must be hired, supervised, and paid at the Contractor's own cost.

(c) Contractor shall be responsible for providing, at Contractor's expense and in Contractor's name, disability, worker's compensation or other insurance, as well as licenses and permits usual or necessary for conducting the service under this Agreement.

1.5 OCCOG Documents. All data, studies, reports and other documents prepared by Contractor while performing her duties during the term of this Agreement shall be furnished to and become the property of OCCOG, without restriction or limitation on their use. All ideas, memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input record data, written information, and other materials either created by OCCOG or provided by OCCOG to Contractor in connection with the performance of this Agreement shall be held confidential by Contractor to the extent permitted by applicable law. Such materials shall not, without the prior written consent of the Chair of the Board, be used by Contractor for any purposes other than the performance of her functions and duties for OCCOG.

2.0 COMPENSATION AND REIMBURSEMENT

2.1 Compensation. For the services rendered pursuant to this Agreement, Contractor shall be compensated One Hundred and 00/100 Dollars (\$100.00) per hour ("Compensation"), provided the total compensation, excluding incidental expenses per Section 2.2, shall not exceed One Hundred Fifty Thousand and 00/100 Dollars (\$ 150,000.00) during the term of this Agreement. Contractor shall be solely responsible for the payment of all taxes and similar matters. The Compensation shall be Contractor's sole compensation for her services under this Agreement. Contractor shall invoice OCCOG for the services rendered pursuant to this Agreement. The invoice shall include the number of hours worked, a description of the services performed and expenses to be reimbursed. The invoices shall be in sufficient detail so as to adequately and fully describe each task performed and hours related to such task. The invoice shall be provided to OCCOG no more frequently than every 30 days. OCCOG shall pay all Contractor invoices within 30 days of receipt, consistent with OCCOG's standard procedure for the payment of contracts or invoices, including review by the Chair of the Board and approval by the OCCOG Board through the warrant run process.

2.2 Incidental Expenses. Subject to approval per Section 2.3 below, OCCOG agrees to reimburse Contractor the actual cost of those reasonable incidental expenses, including but not limited to, necessarily incurred by Contractor while engaged in the business of OCCOG for such items as attendance at meetings and seminars related to OCCOG's business, provided Contractor presents appropriate copies of receipts therefore. Mileage for meetings attended shall be reimbursed at the applicable federal rate. No mileage or travel time shall be reimbursable for travel to and from OCTA offices.

2.3 Approval by Board. To be eligible to receive reimbursement for travel and other expenses incurred pursuant to Section 2.2, the expenses shall be included as part of the applicable Board-approved OCCOG budget and Contractor shall inform the Chair of the Board in writing before incurring such expenses.

3.0 TERM

3.1 Commencement Date. Contractor shall commence work with OCCOG on January 24, 2013, which shall also be deemed the Effective Date of this Agreement. The current OCCOG Executive Director will stay on until June 30, 2013 to further assist with transition of services to Contractor.

3.2 Term. Subject to approval by the Board of the Fiscal Year 2013-2014 budget, this Agreement shall be in effect until June 30, 2014. Any extension beyond such date shall be evidenced by a writing signed by both parties.

3.3 Termination by OCCOG or Contractor. The Board, upon an affirmative vote of a majority of a quorum of its members, may terminate this Agreement at any time with or without cause; provided that if termination is with cause, no prior notice shall be required. If termination is without cause, then thirty (30) days notice before the effective date of termination shall be required, unless a shorter period is acceptable to Contractor. Contractor may terminate this Agreement at any time upon at least thirty (30) days written notice to OCCOG before the effective date of termination, unless a shorter period is acceptable to the OCCOG Board. As an independent contractor, Contractor expressly agrees that he shall not be entitled to any compensation beyond the time actually worked and billed for OCCOG as the result of the termination of this Agreement for any reason or for no reason.

4.0 PERFORMANCE EVALUATIONS

4.1 Purpose. The performance review and evaluation process set forth herein is intended to provide review and feedback to Contractor so as to facilitate a more effective management of the OCCOG. Nothing herein shall be deemed to alter or change the independent contractor status of Contractor (as set forth in Section 1.4 above), nor shall this Section 4.0 be construed as requiring "cause" to terminate this Agreement, or the services of Contractor.

4.2 Annual Evaluation. The OCCOG Board or subcommittee shall review and evaluate the performance of Contractor annually within thirty (30) days after each anniversary of the Effective Date. In addition, Contractor shall submit for consideration by the OCCOG Board or subcommittee at those times established by the OCCOG Board, but at least annually, Contractor's proposed performance goals and objectives and incorporate the OCCOG Board's suggestions.

5.0 INDEMNIFICATION AND INSURANCE

5.1 Indemnification. OCCOG shall defend, hold harmless and indemnify Contractor against any tort, professional liability, claim or demand, or other legal action arising out of an alleged act or omission occurring in the performance of Contractor's services under this Agreement. This section shall not apply to intentional tort or crime committed by Contractor, to any action outside the course and scope of the services provided by Contractor under this Agreement, or any other intentional or malicious conduct or gross negligence of Contractor.

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

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

(b) Worker's Compensation Insurance. If Contractor maintains any employees, a policy of worker's compensation insurance in such amount as will fully comply with the laws of the State of California and which shall indemnify, insure and provide legal defense for both Contractor and OCCOG against any loss, claim or damage arising from any injuries or occupational diseases occurring to any worker employed by or any persons retained by Contractor in the course of carrying out the work or services contemplated in this Agreement.

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

6.0 GENERAL PROVISIONS

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

6.2 Notices. Any notice required or permitted by this Agreement shall be in writing and shall be personally served or shall be sufficiently given when served upon the other party as sent by United States Postal Service, postage prepaid and addressed as follows:

To the OCCOG:

Chair of the Board
OCCOG
550 South Main Street
Orange, CA 92663

To Contractor:

Gwenn Norton-Perry
3028 Summitview Lane
Chino Hills, CA 91709

Notices shall be deemed given as of the date of personal service or upon the date of deposit in the course of transmission with the United States Postal Service.

6.3 Outside Professional Activities. Contractor agrees to devote her productive time, ability and attention to the OCCOG's business during the term of this Agreement. Notwithstanding the foregoing, this Agreement in no way prohibits Contractor from providing services or engaging in employment with additional clients as long as said activity does not impede the progress of the work performed by the Contractor for OCCOG. Contractor shall further secure prior approval from the Board to perform services for member agencies that could be in conflict or inconsistent with the services provided herein and shall be prohibited from working on any matters for the Southern Association of Governments ("SCAG") or OCTA during the term of this Agreement.

6.4 Conflicts Prohibited. During the term of this Agreement, Contractor shall not engage in any business or transaction or maintain a financial interest which conflicts, or reasonably might be expected to conflict, with the proper discharge of Contractor's duties under this Agreement. Contractor shall comply with all requirements of law, including Sections 87100 et seq., Section 1090 and Section 1125 of the Government Code, and any and all other conflict and/or public sector ethics laws.

6.5 Effect of Waiver. The failure of either party to insist on strict compliance with any of the terms, covenants, or conditions of this Agreement by the other party shall not be deemed a waiver of that term, covenant, or condition, nor shall any waiver or relinquishment of any right or power at any one time or other times be deemed a waiver or relinquishment of that right or power for all or any other times.

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

6.7 Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

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

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

ORANGE COUNTY COUNCIL OF
GOVERNMENTS

Leroy Mills, Chair of the Board

ATTEST:

OCCOG Secretary

APPROVED AS TO FORM

OCCOG Counsel

EXHIBIT “A”

DESCRIPTION OF OCCOG EXECUTIVE DIRECTOR FUNCTIONS AND DUTIES

Essential Duties:

- Serve as staff to the OCCOG Board of Directors, and attending SCAG policy and governing board meetings and SCAG Subregional Coordinators meetings representing the OCCOG subregion.
- Protecting Orange County interests in SCAG’s development of the Regional Transportation Plan and Sustainable Communities Strategy (RTP/SCS) and the Regional Housing Needs Assessment (RHNA) allocation to local jurisdictions in the six-county SCAG region;
- Protecting the local, bottom-up development of the Orange County Projections (OCP), which represents Orange County’s official growth forecast for local, countywide and regional planning;
- Adopting a growth forecast, which is now required by statute to be used for RHNA allocations and for regional transportation planning; and,
- Providing input and recommendations on new requirements relating to Senate Bill 375 and its requirements for a SCS that seeks to reduce greenhouse gas emissions by shifting future and higher-intensity growth near transit stations and facilities.

The level of effort necessary to provide and support the following services/support will be mutually agreed upon by Contractor and OCCOG prior to commencement, and the full disclosure of duties to be performed by OCTA staff through June 2013.

<u>ADMINISTRATIVE SERVICES</u>
▪ Agenda/minutes preparation (Board and Executive Management Committee)
▪ Clerk of the Board functions (Meeting facilitation, Brown Act posting) commencing July 2013
▪ Retain/identify OCCOG support staff (clerk, treasurer, auditor) by March 2013
▪ Work to implement 2012-2013 OCCOG Work Plan, develop future work plans
▪ Align OCCOG Work Plan with SCAG’s 2016 RTP/SCS Work plan/schedule
▪ Maintenance of Board roster, OCCOG TAC, stakeholder lists (transfer of all lists complete by December 2012)
▪ Oversee OCCOG elections as required by SCAG (beginning with May 2013 elections)
▪ Oversee CALCOG involvement for OCCOG

<ul style="list-style-type: none"> ▪ Coordination with OCTA for OCCOG functions as needed
<ul style="list-style-type: none"> ▪ Develop a detailed transition plan for OCCOG Executive Management Committee and Board consideration by February 2013.
<ul style="list-style-type: none"> ▪ SCAG Committee appointments/appointments to external boards (by OCCOG)
<ul style="list-style-type: none"> ▪ Oversee OCCOG legal counsel activities
<ul style="list-style-type: none"> ▪ Maintain OCCOG identity materials (letterhead, envelopes, etc)
<ul style="list-style-type: none"> ▪ OCCOG Bylaws review
<ul style="list-style-type: none"> ▪ OCCOG General Assembly (if needed for bylaws update)
<ul style="list-style-type: none"> ▪ Maintain and update all OCCOG guidance documents, JPAs, bylaws, etc.
<u>FINANCIAL SERVICES</u>
<ul style="list-style-type: none"> • Accounting of all OCCOG Financials by June 2013
<ul style="list-style-type: none"> • Accounts payable processing beginning July 2013
<ul style="list-style-type: none"> • Check register beginning July 2013
<ul style="list-style-type: none"> • Audit support (OCCOG responsible for audits starting with FY 2013-2014 audit)
<ul style="list-style-type: none"> • Grant reporting/tracking support (OCTA will remain federal grant administrator for OCCOG)
<ul style="list-style-type: none"> • Development and oversight of OCCOG Budget beginning January 2013
<ul style="list-style-type: none"> • Procurement oversight
<ul style="list-style-type: none"> • Contract oversight
<ul style="list-style-type: none"> • Caltrans audit – follow up support as needed (working with OCTA)
<ul style="list-style-type: none"> • Invoicing of OCCOG dues
<ul style="list-style-type: none"> • Invoicing of Center for Demographic Research fees (with OCCOG dues)
<u>TECHNICAL SUPPORT</u>
<ul style="list-style-type: none"> • Assist OCCOG TAC Chair with meeting location/facilitation
<ul style="list-style-type: none"> • Align OCCOG Work Plan with SCAG's 2016 RTP/SCS Workplan/schedule
<ul style="list-style-type: none"> • Assist with OCCOG TAC agenda development
<ul style="list-style-type: none"> • Participation in monthly SCAG Regional Council, Subregional Coordinators meetings, SCS Committee meetings
<ul style="list-style-type: none"> • Participation in monthly SCAG Plan and Programs TAC meetings
<ul style="list-style-type: none"> • Identify potential funding opportunities for OCCOG
<ul style="list-style-type: none"> • Staff report development for OCCOG TAC (for items going to OCCOG Board)
<ul style="list-style-type: none"> • Participation in technical analysis of various documents/processes

<ul style="list-style-type: none"> • Participation in CDR Management Oversight Committee and/or CDR TAC meetings
<ul style="list-style-type: none"> • Technical support for RHNA or air quality issues (may be sub consultant effort)
<u>OUTREACH SERVICES</u>
<ul style="list-style-type: none"> • Data base/matrix for Boards, stakeholders, committees, TAC (e-mail, mail lists)
<ul style="list-style-type: none"> • Website development and maintenance (OCTA will host until June 30, 2013)
<ul style="list-style-type: none"> • High level of coordination with Orange County City Manager's Association
<ul style="list-style-type: none"> • Development of flyers, agendas, meeting notes, sign-in sheets, presentations
<ul style="list-style-type: none"> • OCCOG or policy area fact sheets
<ul style="list-style-type: none"> • Stakeholder Working Group (meets as needed, database maintained)
<ul style="list-style-type: none"> • Work with various groups and coalitions as needed
<ul style="list-style-type: none"> • Oversee communication efforts for OCCOG
<ul style="list-style-type: none"> • Media outreach as needed
<ul style="list-style-type: none"> • Public participation plans/programs as needed

Note: Existing OCTA/OCCOG resources supporting the current Executive Director duties associated with the Administrative Services, Financial Services, Technical Support and Outreach Services listed above will be, likewise, made available to Contractor, subject to budget approval for such resources.



ORANGE COUNTY

COUNCIL OF GOVERNMENTS

January 24, 2013

Subject: **Report from the Technical Advisory Committee Chair**

Summary: The Technical Advisory Committee (TAC) Chair report provides the Orange County Council of Governments (OCCOG) Board of Directors (Board) and update on the activities of the TAC.

Background: Since the last OCCOG Board of Directors meeting, the TAC met on December 4, 2012 and January 8, 2013. The agendas for the December 4, 2012 and January 8, 2013 meetings are included as Attachment A.

The TAC meeting discussion on December 4, 2012 included an overview of the following items:

- Approval of the TAC 2013 Meeting Schedule and Election/Appointment of the Chair and Vice Chair for 2013;
- A presentation on the Orange County Bike Planning Study for Supervisorial District 1 and 2;
- An update from the Center for Demographic Research (CDR);
- An update on the 2016 Regional Transportation Plan (RTP) and Sustainable Communities Strategy (SCS) Subcommittees;
- An update on the 2012 Draft Air Quality Management Plan (AQMP); and
- An update on the Southern California Association of Governments (SCAG) and OCCOG.

The TAC had a robust discussion regarding the SCAG SCS Subcommittees and several of the TAC members who regularly attend the SCS Subcommittees expressed concern that the meetings have been primarily dedicated to lengthy presentations rather than discussion amongst the Subcommittee members to draft policy recommendations that will be forwarded to the SCAG Policy Committees and Regional Council. This is a concern because the Subcommittees are supposed to proposed policy recommendations to the Policy Committees in March. Additional details on the discussion are included in the minutes for the December 4, 2012 meeting.

The TAC meeting discussion on January 8, 2013 included an overview of the following items:

- An update from the CDR which included the introduction of the preliminary timelines for the Draft Orange County Projections (OCP) 2014 and the SCAG 2016 RTP/SCS;
- An update on the South Coast Air Quality Management District 2012 AQMP that was approved on December 7, 2012;
- Review of the January 3, 2013 SCAG Regional Council and Policy Committee meetings;
- Review of the SCAG SCS Subcommittee meetings for December; and
- A report on the California Environmental Protection Agency California Communities Environmental Health Screening Tool or CalEnviroScreen Tool.

The TAC will continue to monitor the SCAG SCS Subcommittees and is expected to discuss any policy recommendations at its February 5, 2013 meeting. Other items planned to be on the agenda for the February 5, 2013 meeting include:

- An update from the CDR;
- An update on the SCAG and OCCOG.

TAC Chair Marika Poynter, City of Irvine, will be available at the Board meeting to overview and clarify items discussed at the December 4, 2012 and January 8, 2013 meetings.

- Attachments:**
- A. Technical Advisory Committee agendas for December 4, 2012 and January 8, 2013
 - B. Minutes for the December 4, 2012 Technical Advisory Committee meeting
 - C. Calendar of Technical Advisory Committee meetings for Calendar Year 2013

Staff Contact: Marika Poynter, Technical Advisory Committee Chair, City of Irvine
949/724-6456
mpoynter@cityofirvine.org



**ORANGE COUNTY
COUNCIL OF GOVERNMENTS**
Technical Advisory Committee

ATTACHMENT A1

Meeting Date / Location

**Tuesday, December 4, 2012
9:00 a.m. – 12:00 p.m. Noon
Orange County Transportation Authority Headquarters
600 South Main Street
Orange, California 92863**

Agenda Item

Staff

Page

INTRODUCTIONS

(Chair Marika Poynter,
City of Irvine)

PUBLIC COMMENTS

(Chair Poynter)

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

At this time members of the public may address the TAC regarding any items within the subject matter jurisdiction, which are not separately listed on this agenda. Members of the public will have an opportunity to speak on agenda items at the time the item is called for discussion. NO action may be taken on items not listed on the agenda unless authorized by law. Comments shall be limited to three minutes per person and an overall time limit of twenty minutes for the Public Comments portion of the agenda.

Any person wishing to address the TAC on any matter, whether or not it appears on this agenda, is requested to complete a "Request to Speak" form available at the door. The completed form is to be submitted to the TAC Chair prior to an individual being heard. Whenever possible, lengthy testimony should be presented to the TAC in writing and only pertinent points presented orally. A speaker's comments shall be limited to three minutes.

ADMINISTRATION

- | | | | |
|---|--|-----------------|----------|
| 1. | OCCOG TAC Meeting Minutes
♦ Draft OCCOG TAC minutes for October 2, 2012 meeting | (Chair Poynter) | 1 |
|
<i>Recommended Action:</i> Approve OCCOG TAC minutes of October 2, 2012, as presented or amended | | | |
| 2. | OCCOG TAC Administration for Calendar Year 2013
♦ Approve the Proposed OCCOG TAC 2013 Meeting Schedule and Election/Appointment of Chair and Vice Chair | (Chair Poynter) | 6 |
|
<i>Recommended Action:</i> Set the OCCOG TAC meeting schedule for calendar year 2013 and elect/appoint OCCOG TAC Chair and Vice Chair | | | |

Agenda Item	Staff	Page
PRESENTATIONS, DISCUSSION AND ACTION ITEMS, REPORTS		
3. Orange County Bike Planning Study Update: Supervisorial District 1 and 2	(Carolyn Mamaradlo, Orange County Transportation Authority) – 20 minutes	9
<i><u>Recommended Action:</u></i> Receive report. Discussion.		
4. Center for Demographic Research Update <ul style="list-style-type: none"> ◆ July – December 2012 Housing Inventory System Collection ◆ 2012 Government Employment Survey 	(Deborah Diep, Director, Center for Demographic Research) – 20 minutes	19
<i><u>Recommended Action:</u></i> Receive report. Discussion.		
5. 2016 Regional Transportation Plan and Sustainable Communities Strategy Subcommittee Update	(Chair Poynter and David Simpson, Executive Director, OCCOG) – 30 minutes	20
<i><u>Recommended Action:</u></i> Receive report. Discussion.		
6. 2012 Draft Air Quality Management Plan (AQMP) Update <ul style="list-style-type: none"> ◆ Comments/Concerns ◆ Public Hearings ◆ Proposed Approval 	(Chair Poynter and Carla Walecka) – 25 minutes	21
<i><u>Recommended Action:</u></i> Receive report. Discussion.		
7. Southern California Association of Governments and Orange County Council of Governments Update <ul style="list-style-type: none"> ◆ November 1, 2012 Regional Council and Policy Committee Meetings ◆ October 31, 2012 Subregional Coordinators Meeting ◆ November 15, 2012 Orange County Council of Governments Board of Directors Meeting ◆ December 6, 2012 Southern California Association of Governments Third Annual Economic Summit 	(Mr. Simpson and Chair Poynter) – 20 minutes	22
<i><u>Recommended Action:</u></i> Receive report. Discussion.		
REPORT FROM THE CHAIR		
<ul style="list-style-type: none"> ◆ California Environmental Protection Agency Environmental Health Screening Tool Workshop – December 12, 2012 ◆ Appointment to the South Coast Air Quality Management District Mobile Source Reduction Committee Technical Advisory Committee Appointments 		

- Alternate 1: Linda Johnson (City of Anaheim)
- Alternate 2: Melanie Grant (City of Anaheim)
- Alternate 3: Marika Poynter (City of Irvine)

REPORT FROM THE OCCOG EXECUTIVE DIRECTOR**MATTERS FROM OCCOG TAC MEMBERS**

- ◆ Assembly Bill 441/Senate Bill 1090 – Nate Farnsworth, City of Rancho Santa Margarita

ANNOUNCEMENTS FROM OCCOG TAC NON-MEMBERS**ITEMS FOR NEXT MEETING**

- ◆ California EPA Environmental Health Screening Tool

IMPORTANT DATES OR UPCOMING EVENTS

- ◆ December 6, 2012: Southern California Association of Governments (SCAG) Third Annual Economic Summit
- ◆ December 7, 2012: Air Quality Management District Governing Board Meeting – Draft Air Quality Management Plan
- ◆ December 10, 2012: SCAG SCS Goods Movement Subcommittee Meeting
- ◆ December 11, 2012: SCAG SCS Sustainability Subcommittee Meeting
- ◆ December 12, 2012: California EPA Environmental Health Screening Tool Workshop
- ◆ December 21, 2012: SCAG SCS High Speed Rail/Transit Subcommittee Meeting
- ◆ December 21, 2012: SCAG SCS Transportation Finance Subcommittee Meeting
- ◆ January 3, 2013: SCAG Regional Council and Policy Committee Meetings

ADJOURNMENT

**Adjourn to: January 8, 2013
Orange County Transportation Authority Headquarters
600 South Main Street
Orange, California 92863**



**ORANGE COUNTY
COUNCIL OF GOVERNMENTS**
Technical Advisory Committee

Draft Action Minutes

Meeting of October 2, 2012

The OCCOG Technical Advisory Committee (TAC) meeting of October 2, 2012, was called to order by Chair Marika Poynter, City of Irvine, at the Orange County Transportation Authority Headquarters, 600 South Main Street, Orange, California 92863, at 9:12 a.m. Attendees were invited by the Chair to introduce themselves. The list of meeting attendees is attached.

PUBLIC COMMENT:

There were no public comments.

ADMINISTRATION

1. OCCOG TAC Meeting Minutes

The OCCOG TAC meeting minutes for September 4, 2012 were unanimously approved by the TAC as amended and moved by Ms. Fern Nueno, City of Newport Beach, and seconded by Ms. Adrienne Gladson, City of Brea.

PRESENTATIONS, DISCUSSION AND ACTION ITEMS, REPORTS

2. Center for Demographics Research Update

Ms. Deborah Diep, Director for the Center for Demographic Research, provided the TAC with an update on several items related to CDR. The Census update and Housing Inventory System (HIS) information has been forwarded to the Southern California Association of Governments. Also, CDR has begun to outline the schedule for the next Orange County Projections (OCP) and may bring a preliminary schedule forward to the TAC at their December meeting. Ms. Adrienne Gladson, City of Brea, had a question regarding the schedule of the OCP, whether it is a four year process or a two year process. Ms. Diep explained that the OCP is developed every four years, but a modified OCP can occur if there are significant changes in the base data. Small changes to the OCP can be approved by the CDR Technical Advisory Committee and the Management Oversight Committee.

Action: Received and discussed report.

3. 2016 Regional Transportation Plan/Sustainable Communities Strategy Draft Schedule

Chair Poynter provided the TAC with a brief update on the draft schedule for the 2016 Regional Transportation Plan/Sustainable Communities Strategy released by the Southern California Association of Governments staff. Based on the draft schedule, it appears that the SCAG policy committees and the Regional Council might be the only venue for concerns to be raised on issues related to the 2016 RTP/SCS. According to the draft schedule, all base year data is required to calibrate the model by 2013. The draft schedule identifies new elements to the 2016 RTP/SCS that were not included in the 2012 RTP/SCS including the identification of alternatives

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Meeting of October 2, 2012
Page 2

to meeting the greenhouse gas (GHG) targets. While the draft schedule identifies January 2014 for subregional delegation, Orange County may need to decide on delegation earlier than that date to ensure the subregional SCS is completed and provided to SCAG with enough time to incorporate it into the regional SCS. SCAG staff has tentatively identified a release date of the draft 2016 RTP/SCS in October 2015, allowing a full six months of review of the document and Environmental Impact Report before it is approved in April 2016. Mr. David Simpson, OCCOG Executive Director, indicated that he had spoken to Sharon Neely, SCAG Deputy Director, indicating that the OCCOG Board would set a goal of determining subregional delegation in the summer of 2013, as the budget is due in July. Mr. Greg Nord, Orange County Transportation Authority, indicated that active transportation is already included in the work plan for the next RTP and that OCTA is expected to include it in the Long Range Transportation Plan. TAC members were encouraged to forward any concerns with the draft 2016 RTP/SCS schedule to either Chair Poynter or Mr. Simpson.

Action: Received and discussed report.

4. 2012 Draft Air Quality Management Plan (AQMP)

Chair Poynter and Ms. Carla Walecka provided the TAC with an update on the latest information on the 2012 draft Air Quality Management Plan (AQMP). Chair Poynter and Ms. Walecka outlined some of the major issues discussed by the OCCOG TAC Ad-Hoc AQMP Subcommittee that were forwarded to Mr. Simpson for inclusion in a letter from OCCOG. Ms. Ruby Maldonado, also pointed out that the draft Environmental Impact Report for the AQMP had some significant errors in describing Orange County, including the identification of the Orange County General Plan as the governing land use document for the entire county. Ms. Walecka provided a recap of the AQMP advisory committee meeting and noted that a call for the State Implementation Plan for ozone was issued by the Environmental Protection Agency, after the release of the draft AQMP. The socio-economic report was released by the AQMD on September 28, 2012. The SIP for ozone will not be finalized until after the draft AQMP is approved and submitted to the California Air Resources Board and the EPA, so it doesn't seem to make sense to include the ozone measures in the current draft of the AQMP. Instead, it would make more sense to focus the current draft of the AQMP on the PM 2.5 standards, that are required, and focus a separate document on the ozone requirements after the SIP is finalized. Ms. Maldonado also pointed out that nowhere in the EIR or the AQMP does it state that the ozone measures are voluntary, as originally stated by AQMD staff.

Action: Received and discussed report.

5. Southern California Association of Governments and Orange County Council of Governments Update

Mr. David Simpson, OCCOG Executive Director, provided the OCCOG TAC with a recap of the September 27, 2012 OCCOG Board of Directors meeting. Mr. Simpson and Chair Poynter also provided a recap of the discussions held by the SCAG Sustainable Communities Strategy Subcommittees who had met prior the TAC meeting and provided a preview of the agendas for the SCAG Regional Council meeting, the Policy Committee meetings, and the Subregional Coordinators meeting.

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Meeting of October 2, 2012
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Action: Received and discussed report.

REPORT FROM THE CHAIR

The November 6, 2012 TAC meeting is also General Election Day, therefore, Chair Poynter asked the TAC if they would support the cancellation of the meeting. There was no opposition from TAC members, so the November 6, 2012 regularly scheduled TAC meeting was cancelled.

Chair Poynter indicated that the election for the TAC Chair and Vice Chair for Calendar Year 2013 and approval of the OCCOG TAC meeting date calendar for 2013 would be on the agenda for the December 4, 2012 meeting.

Chair Poynter also distributed information on Assembly Bill 441, which requires metropolitan planning organizations, such as the Southern California Association of Governments, to include a summary of policies, practices, and projects that promote health and health equity to the next revision of the RTP guidelines.

MATTERS FROM OCCOG TAC MEMBERS

There were no matters from OCCOG TAC members.

ANNOUNCEMENTS FROM OCCOG TAC NON-MEMBERS

There were no announcements from OCCOG TAC non-members.

ITEMS FOR NEXT MEETING

- Election of OCCOG TAC Chair and Vice Chair for Calendar Year 2013
- OCCOG TAC Meeting Date Calendar for Year 2013

IMPORTANT DATES OR UPCOMING EVENTS

- October 1, 2012: Southern California Association of Governments (SCAG) Sustainable Communities Strategy (SCS) Public Health Subcommittee Meeting
- October 2, 2012: SCAG SCS Sustainability Subcommittee Meeting
- October 2, 2012: SCAG Subregional Coordinators Group and Plans and Programs Technical Advisory Committee Meeting
- October 3, 2012: SCAG SCS Active Transportation Subcommittee Meeting
- October 4, 2012: SCAG Regional Council and Policy Committee Meetings
- October 4, 2012: 5th Cycle Final Regional Housing Needs Assessment Allocation Plan Public Hearing
- October 5, 2012: SCAG SCS High Speed Rail/Transit Subcommittee Meeting
- October 12, 2012: SCAG SCS Transportation Finance Subcommittee Meeting
- October 21-24, 2012: California APA Conference, Rancho Mirage
- October 25, 2012: Orange County Council of Governments Board of Directors Meeting

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Meeting of October 2, 2012
Page 4

ADJOURNMENT

The meeting was adjourned by Chair Poynter at 11:00 a.m. until Tuesday, December 4, 2012 at 9:00 a.m. at the OCTA Headquarters.

Submitted by:

Marika Poynter, City of Irvine
OCCOG TAC Chair

DRAFT - OCCOG TAC Minutes
Meeting of October 2, 2012
Page 5

Attendees List for October 2, 2012 Meeting

Aileen Kennedy, Caltrans District 12
Abel Avalos, City of Anaheim
Kelly Hart, City of Stanton
Ivan Orozco, City of Stanton
Nate Farnsworth, City of Rancho Santa Margarita
Adrienne Gladson, City of Brea
Dave Simpson, Orange County Council of Governments
Maria Parra, City of Garden Grove
Carla Walecka, Transportation Corridor Agencies
Deborah Diep, Center for Demographic Research/Cal State University Fullerton
Scott Martin, Center for Demographic Research/Cal State University Fullerton
Cheryl Kuta, City of Lake Forest
Larry Longenecker, City of Laguna Niguel
Fern Nueno, City of Newport Beach
Linda Padilla Smyth, City of La Habra
Scott Reekstin, City of Tustin
Marika Poynter, City of Irvine
Greg Nord, Orange County Transportation Authority
Christopher Wright, City of San Clemente
Anna Pehoushek, City of Orange
Elaine Lister, City of Mission Viejo
Kori Nevarez, City of Cypress
Minoo Ashabi, City of Costa Mesa
Ruby Maldonado, County of Orange



Item 2:

OCCOG TAC Administration Items

Recommended Action:

1. Approve the OCCOG TAC meeting schedule for Calendar Year 2013.
2. Election of OCCOG TAC Chair and Vice Chair for Calendar Year 2013.

Report

A series of administrative actions are required for the OCCOG Technical Advisory Committee to initiate work for the 2013 year:

- Establish a 2013 meeting schedule of dates, time and location of OCCOG TAC meetings; and,
- Elect OCCOG TAC officers for 2013.

2013 Meeting Schedule

The OCCOG TAC traditionally meets the first Tuesday of each month, and has also traditionally been dark (no meetings) the month of July. The OCCOG TAC, in conjunction with its action to approve a 2013 calendar, also chose to identify dates for the dark month of July and to reserve said dates should the additional meeting(s) be necessary to conduct TAC business. There was not a July meeting in 2012.

A draft calendar of 2013 meeting dates is illustrated in Attachment 1. The 2013 OCCOG TAC calendar identifies a meeting schedule that retains the meeting date of the first Tuesday of each month, with the exception of the January 2013 meeting. It also includes a date for the traditionally dark month of July 2013, with the option to cancel said meetings should such meetings be determined not necessary. The modified meeting date for January is to accommodate the New Year's Day holiday, which is the first Tuesday in January in 2013.

The draft calendar also identifies the current meeting time of 9:00 a.m. to 12:00 p.m. (Noon), and the current meeting location at the Orange County Transportation Authority (OCTA) Headquarters at 600 Main Street, Orange, California.

OCCOG staff requests the OCCOG TAC's review of the draft 2013 calendar components, and approval of said 2013 calendar as presented or amended.

OCCOG TAC Officers: 2013

At the OCCOG TAC meeting of December 2012, OCCOG staff will conduct the annual election of officers. OCCOG TAC officers include the positions of Chair and Vice Chair. Nominations will be considered at the December 2012 meeting, and we look forward to active participation of member agencies for these officer positions.



OCCOG Technical Advisory Committee

December 4, 2012

Attachments:

1. DRAFT Calendar of 2013 Meeting Dates for the OCCOG Technical Advisory Committee.

Contact:

Ms. Marika Poynter, Chair, OCCOG TAC (City of Irvine)
949/724-6456
mpoynter@cityofirvine.org



***Orange County Council of Governments
Technical Advisory Committee***

**2013 Meeting Schedule
(First Tuesday of each month)
9:00 a.m. to 12:00 p.m. (Noon)**

Tuesday, January 8, 2013*

Tuesday, February 5, 2013

Tuesday, March 5, 2013

Tuesday, April 2, 2013

Tuesday, May 7, 2013

Tuesday, June 4, 2013

Tuesday, July 2, 2013: Reserved

Tuesday, August 6, 2013

Tuesday, September 3, 2013

Tuesday, October 1, 2013

Tuesday, November 5, 2013**

Tuesday, December 3, 2013

Meeting Location

Orange County Transportation Authority Headquarters
600 South Main Street
Orange, California 92863

**Alternate meeting date due to the New Year's Day holiday*

***Alternate meeting locations may be established due to the use of the facility for election voting or due to special workshops requiring a larger venue for attendees.*

**Adopted by the Orange County Council of Governments Technical Advisory Committee
December 4, 2012**



Item 3: **Bikeway Planning Update**
Recommended Action: Receive report. Discussion.

Report

Ms. Carolyn Mamaradlo, Orange County Transportation Authority, will provide an update on the countrywide regional bikeway planning. The Orange County Transportation Authority (OCTA) is conducting countywide regional bikeway planning on a district-by-district basis. The plan will identify priority bikeway corridors and assist cities with project development. They will be phasing these efforts over the next several years. Over the next eighteen months, OCTA will be targeting supervisorial districts 1 and 2. OCTA has procured Alta Planning and Design to provide consulting support in developing the bikeway plans. The contract is funded by Federal Transit Administration grants received by the Orange County Council of Governments. An overview of the planning process and schedule will be presented.

Contact: Ms. Marika Poynter, Chair, City of Irvine
949/724-6456
mpoynter@cityofirvine.org

Ms. Carolyn Mamaradlo, OCTA
714/560-5748
cmamaradlo@octa.net

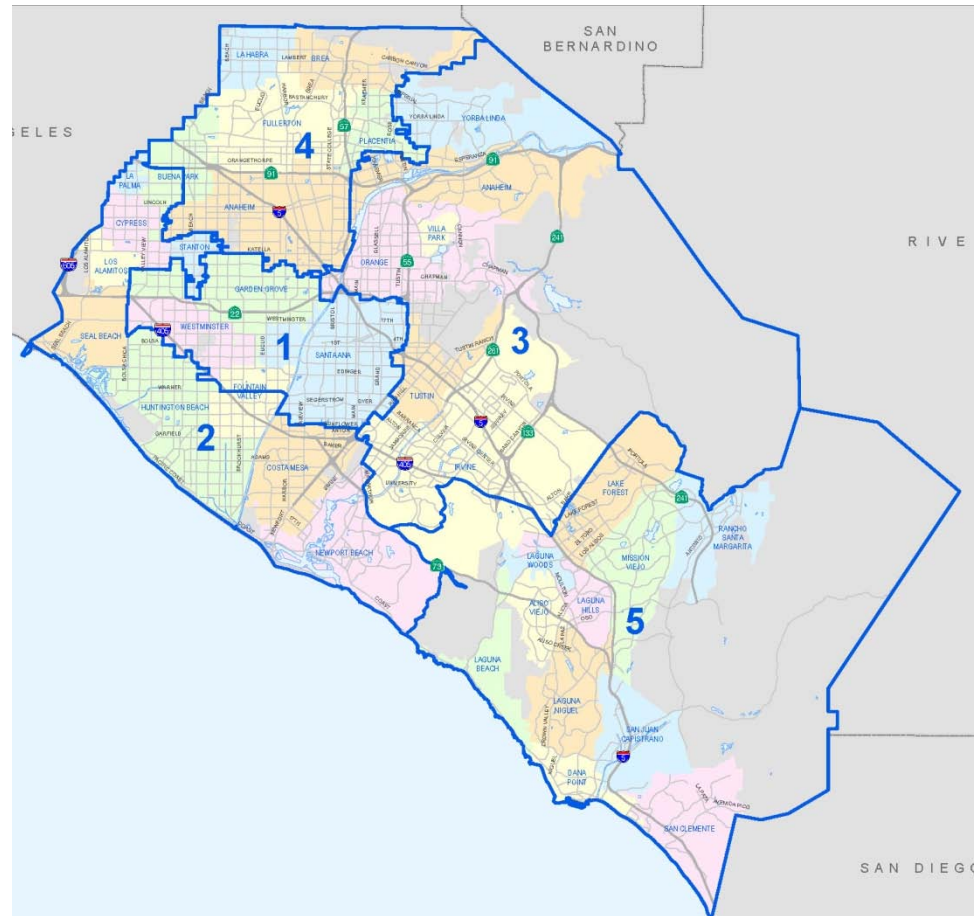
Supervisory Districts 1 & 2 Bikeways Collaborative



OCCOG Board Meeting
Thursday, November 15
OCTA Room 103/104
10:30am -12:00pm

Overview: Planning Process

- District-by-district bikeway planning
- Collaborative, bottoms-up process
- Identify priority bikeway corridors
- Assist cities with project development



Phased-Approach

- Phase I: Bikeways Strategy
 - Build consensus on regional corridors
- Phase II: Feasibility Studies
 - Develop conceptual plans and design recommendations for top corridors



Corridor Planning



Feasibility Analysis



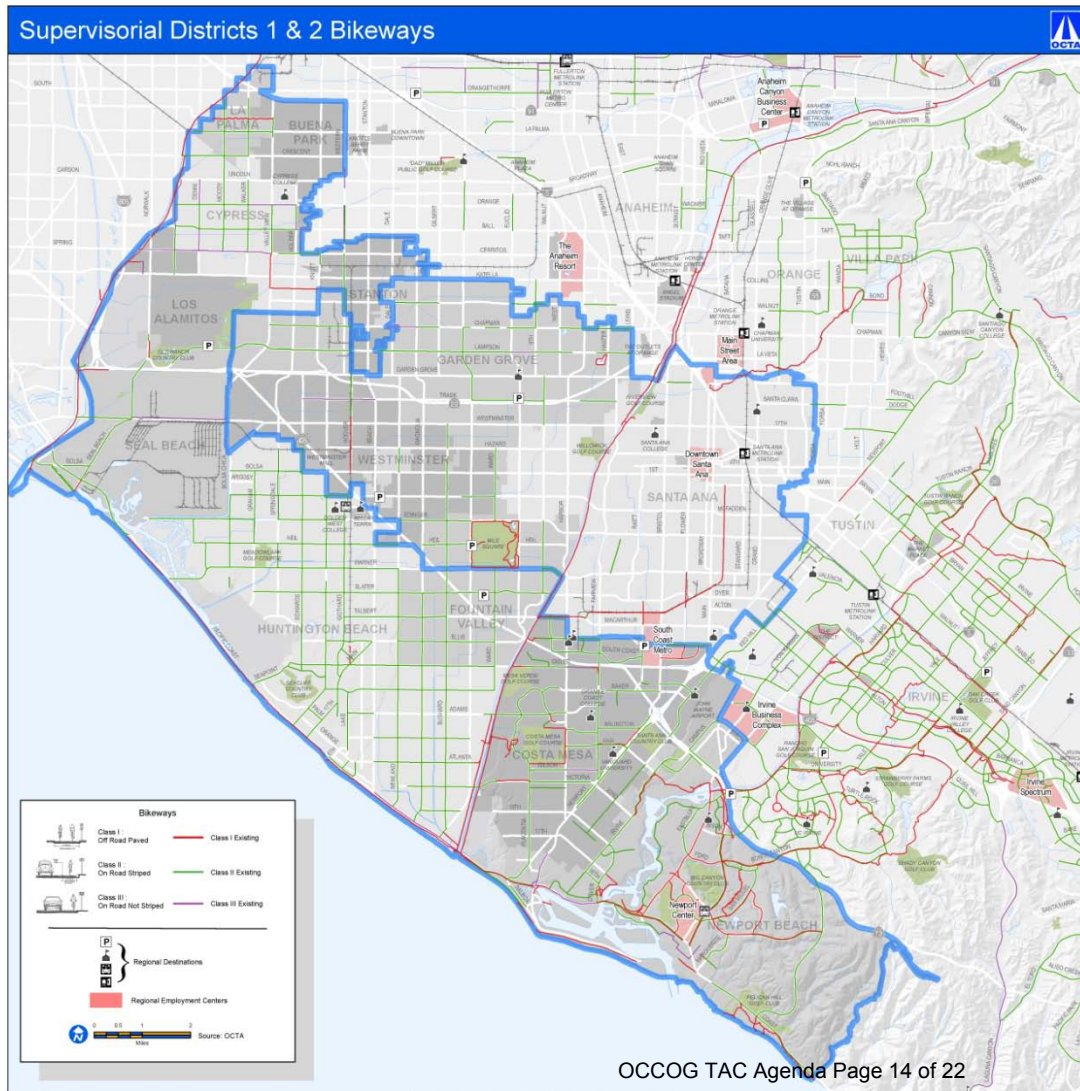
Design & Construction

D1&2 Consultant Selection



- OCTA Board awarded:
 - Alta Planning & Design
 - Subconsultant: IBI Group
- Participation from OCCOG Executive Director and OCCOG TAC members
- \$300,000 contract
- 18-month schedule

Jurisdictions Involved



- Buena Park
- Costa Mesa
- Cypress
- Fountain Valley
- Garden Grove
- Huntington Beach
- La Palma
- Los Alamitos
- Newport Beach
- Santa Ana
- Seal Beach
- Stanton
- Westminster
- County of Orange

Schedule Overview



Phase I: Bikeways Strategy	Winter 2012
Open House	Fall 2013
Phase II: Feasibility Studies	Winter 2013
Complete	Summer 2014

Project Development Team



- Comprised of City Planners & Engineers
- Letter to City Managers
- PDT #1 (mid-Dec)
 - Overview of planning process
 - Begin gathering info on current bike efforts & plans



Bikeway Summits



- Stakeholder Forum
- Receive Policy Direction
- First Summit Meeting in 2013

- OCCOG Board (11/15)
- OCTA TAC (11/28)
- OCCOG TAC (12/4)
- OCTA Community Advisory Committee-
Bicycle & Pedestrian Subcommittee
(12/18)



Item 4: Center for Demographic Research Update

Recommended Action: Receive reports.

Reports

- ◆ July– December 2012 Housing Inventory System (HIS) collection
CDR will collect housing construction and demolition data for July 1, 2012- December 31, 2012 in preparation for the 2014 Orange County Projections. Deadline for activity submittal is Friday, January 18, 2013. Please send data to dyanez@fullerton.edu . HIS forms are located at <http://www.fullerton.edu/cdr/2012HISform.xls>

 - ◆ 2012 Government Employment Survey
CDR is continuing to work with jurisdictions on the local, on-site government employment database. Remaining jurisdictions will be contacted by Scott Martin.
-

Contact: Ms. Deborah Diep, Director, Center for Demographic Research
657/278-4596
ddiep@fullerton.edu

For Employment Survey:
Mr. Scott Martin, Assistant Director, CDR
657/278-4709
smartin@fullerton.edu

For HIS:
Ms. Diana Yanez, Demographic Analyst, CDR
657/278-3417
dyanez@fullerton.edu



Item 5: **2016 Regional Transportation Plan/Sustainable Communities Strategy Subcommittee Updates**
Recommended Action: Receive report. Discussion

Report

Chair Poynter, City of Irvine, will provide a brief update on the latest with the preliminary development of the Southern California Association of Governments 2016 Regional Transportation Plan/Sustainable Communities Strategy (2016 RTP/SCS). This will include an update on the SCAG Sustainable Communities Strategy (SCS) Subcommittees. The majority of the SCS Subcommittees have already held two meetings and a couple have already held their third meeting. As a reminder, the SCAG SCS Subcommittees are scheduled to each meet six times prior to end of February 2013. At that time, the SCAG SCS Subcommittees will forward policy recommendations to the three Policy Committees in March 2013 and the Regional Council in April 2013. The policy recommendations will be introduced and discussed at the General Assembly.

Attachments: SCAG SCS Subcommittee Status and Update Memo (to be distributed at the meeting)

Contact: Ms. Marika Poynter, Chair, City of Irvine
949/724-6456
mpoynter@cityofirvine.org



Item 6: Draft Air Quality Management Plan Update

Recommended Action: Receive report. Discussion.

Report

Chair Marika Poynter, City of Irvine, and Ms. Carla Walecka will update the OCCOG TAC on the latest with the Draft Air Quality Management Plan. There have been a series of workshops and public hearings held over the past two months on the Draft AQMP, the Draft Environmental Impact Report, and the associated supplemental documents. Revised final versions of the drafts were released in late October and early November. The Air Quality Management District Governing Board is scheduled to discuss and take action on the Draft AQMP at the December 7, 2012 meeting.

Contact: Ms. Marika Poynter, Chair, City of Irvine
949/724-6456
mpoynter@cityofirvine.org



Item 7: **Southern California Association of Governments (SCAG) and Orange County Council of Governments (OCCOG) Update**
Recommended Action: Receive report. Discussion.

Report

Mr. David Simpson, OCCOG Executive Director, and Chair Poynter, City of Irvine, will brief the TAC on the key highlights of the following items:

- Southern California Association of Governments Regional Council and Policy Committee Meetings of November 1, 2012
- Orange County Council of Governments Meeting of November 15, 2012
- SCAG Subregional Coordinators Group Meetings of October 31, 2012 and December 4, 2012 – including discussion on the future of the SCAG Subregional Coordinators Group and Plans and Programs Technical Advisory Committee
- Southern California Association of Governments Third Annual Economic Summit of December 6, 2012.

The agendas for all SCAG meetings are posted at www.scag.ca.gov.

Contact: Mr. David Simpson, OCCOG Executive Director
714/560-5570
dsimpson@octa.net

Ms. Marika Poynter, Chair, City of Irvine
949/724-6456
mpoynter@cityofirvine.org



**ORANGE COUNTY
COUNCIL OF GOVERNMENTS**
Technical Advisory Committee

Meeting Date / Location

PLEASE NOTE SPECIAL MEETING DATE

**Tuesday, January 8, 2013
9:00 a.m. – 12:00 p.m. Noon
Orange County Transportation Authority Headquarters
600 South Main Street
Orange, California 92863**

Agenda Item

Staff

Page

INTRODUCTIONS

(Chair Marika Poynter,
City of Irvine)

PUBLIC COMMENTS

(Chair Poynter)

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Any person wishing to address the TAC on any matter, whether or not it appears on this agenda, is requested to complete a "Request to Speak" form available at the door. The completed form is to be submitted to the TAC Chair prior to an individual being heard. Whenever possible, lengthy testimony should be presented to the TAC in writing and only pertinent points presented orally. A speaker's comments shall be limited to three minutes.

ADMINISTRATION

- | | | | |
|-----------|---|-----------------|----------|
| 1. | OCCOG TAC Meeting Minutes | (Chair Poynter) | 1 |
| | ♦ Draft OCCOG TAC minutes for December 4, 2012 meeting | | |
| | <u>Recommended Action:</u> Approve OCCOG TAC minutes of December 4, 2012, as presented or amended | | |

PRESENTATIONS, DISCUSSION AND ACTION ITEMS, REPORTS

- | | | | |
|----|--|---|----|
| 2. | Center for Demographic Research Update <ul style="list-style-type: none"> ♦ July – December 2012 Housing Inventory System Collection ♦ 2012 Government Employment Survey ♦ 2012 Employers with 100 or More Employees On Site ♦ U.S. Census Bureau 2013 Consolidated Boundary and Annexation Survey (CBAS) ♦ Draft OCP-2014 and SCAG 2016 RTP/SCS Timelines <p><u>Recommended Action:</u> Receive report. Discussion.</p> | (Deborah Diep, Director, Center for Demographic Research) – 30 minutes | 8 |
| 3. | 2016 Regional Transportation Plan and Sustainable Communities Strategy Subcommittee Update <ul style="list-style-type: none"> ♦ SCAG SCS Subcommittees ♦ Plans and Programs Technical Advisory Committee <p><u>Recommended Action:</u> Receive report. Discussion.</p> | (Chair Poynter and David Simpson, Executive Director, OCCOG) – 30 minutes | 11 |
| 4. | California Environmental Protection Agency CalEnviroScreen Tool <p><u>Recommended Action:</u> Receive report. Discussion.</p> | (Chair Poynter, Ms. Diep, and Kori Nevarez) – 45 minutes | 12 |
| 5. | 2012 Air Quality Management Plan (AQMP) Update <p><u>Recommended Action:</u> Receive report. Discussion.</p> | (Chair Poynter and Carla Walecka) – 20 minutes | 13 |
| 6. | Southern California Association of Governments and Orange County Council of Governments Update <ul style="list-style-type: none"> ♦ January 3, 2013 Regional Council and Policy Committee Meetings ♦ December 6, 2012 Southern California Association of Governments Third Annual Economic Summit ♦ January 24, 2013 Orange County Council of Governments Board of Directors Meeting <p><u>Recommended Action:</u> Receive report. Discussion.</p> | (Mr. Simpson and Chair Poynter) – 30 minutes | 14 |

REPORT FROM THE CHAIR

REPORT FROM THE OCCOG EXECUTIVE DIRECTOR

MATTERS FROM OCCOG TAC MEMBERS

ANNOUNCEMENTS FROM OCCOG TAC NON-MEMBERS

ITEMS FOR NEXT MEETING

IMPORTANT DATES OR UPCOMING EVENTS

- ◆ January 14, 2013: Joint Meeting of the Southern California Association of Governments (SCAG) Sustainable Communities Strategy (SCS) Active Transportation, Public Health, and Sustainability Subcommittees
- ◆ January 18, 2013: SCAG SCS High Speed Rail and Transit Subcommittee Meeting
- ◆ January 24, 2013: Orange County Council of Governments Board of Directors Meeting
- ◆ January 28, 2013: Joint Meeting of the SCAG SCS Goods Movement and Transportation Finance Subcommittees
- ◆ February 5, 2013: OCCOG Technical Advisory Committee Meeting
- ◆ February 7, 2013: SCAG Regional Council and Policy Committee Meetings

ADJOURNMENT

**Adjourn to: February 5, 2013
Orange County Transportation Authority Headquarters
600 South Main Street
Orange, California 92863**



**ORANGE COUNTY
COUNCIL OF GOVERNMENTS**
Technical Advisory Committee

Final Action Minutes

Meeting of December 4, 2012

The OCCOG Technical Advisory Committee (TAC) meeting of December 4, 2012, was called to order by Chair Marika Poynter, City of Irvine, at the Orange County Transportation Authority Headquarters, 600 South Main Street, Orange, California 92863, at 9:08 a.m. Attendees were invited by the Chair to introduce themselves. The list of meeting attendees is attached.

PUBLIC COMMENT:

There were no public comments.

ADMINISTRATION

1. OCCOG TAC Meeting Minutes

The OCCOG TAC meeting minutes for October 2, 2012 were unanimously approved by the TAC as moved by Ms. Cheryl Kuta, City of Lake Forest, and seconded by Mr. Nate Farnsworth, City of Rancho Santa Margarita.

2. OCCOG TAC Administration for Calendar Year 2013

A series of administrative actions are required for the OCCOG Technical Advisory Committee to initiate work for the 2013 year, including the establishment of a 2013 meeting schedule of dates, time and location of OCCOG TAC meetings; and the election of the OCCOG TAC officers for 2013.

The 2013 OCCOG TAC Meeting Schedule was unanimously approved by the TAC upon a motion by Mr. Doug Reilly, City of Laguna Woods, and a second by Mr. Greg Nord, Orange County Transportation Authority.

Election of Officers

OCCOG TAC Chair:

Chair Marika Poynter, City of Irvine, was unanimously reappointed by the TAC with a nomination from Mr. Doug Reilly, City of Laguna Woods, and a second from Mr. Greg Nord, Orange County Transportation Authority.

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Meeting of December 4, 2012
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OCCOG TAC Vice Chair:

Mr. Nate Farnsworth, City of Rancho Margarita, was unanimously appointed by the TAC with a nomination from Chair Poynter, City of Irvine, and a second from Mr. Doug Reilly, City of Laguna Woods.

PRESENTATIONS, DISCUSSION AND ACTION ITEMS, REPORTS

3. Orange County Bike Planning Study Update: Supervisorial District 1 and 2

Ms. Carolyn Mamaradlo, Orange County Transportation Authority, provided an update on the countywide regional bikeway planning. OCTA is conducting the countywide regional bikeway planning on a district by district basis. The plan will identify priority bikeway corridors and assist cities with project development. They will be phasing these efforts over the next several years. Over the next eighteen months, OCTA will be targeting supervisorial districts 1 and 2. OCTA has procured Alta Planning and Design to provide consulting support in developing the bikeway plans. Ms. Mamaradlo indicated that letters were sent to the city managers of the jurisdictions within supervisorial districts 1 and 2 the week of November 26, 2012. The first Project Development Team (PDT) meeting, which will focus on an overview of the planning process and will start the gathering of information on current bike efforts and plans, is scheduled for Wednesday, December 12, 2012.

Mr. Larry Longenecker, City of Laguna Niguel, asked about the timeframe for the remaining supervisorial districts. Ms. Mamaradlo indicated that the next supervisorial district will be 5 and that work will commence in this district in mid to late 2013, or early 2014. Supervisorial district 3 will be the final district to have a bikeway planning study completed.

Action: Received and discussed report.

4. Center for Demographics Research Update

Ms. Deborah Diep, Director for the Center for Demographic Research, provided the TAC with an update on several items related to CDR. The Center for Demographic Research will collect housing construction and demolition data for July 1, 2012 through December 31, 2012 in preparation for the 2014 Orange County Projections. The deadline for activity submittal is Friday, January 18, 2013. The Housing Inventory System forms are located on the CDR website. CDR is continuing to work with jurisdictions on the local, on-site government employee database. The remaining jurisdictions will be contacted by Mr. Scott Martin, CDR, for the 2012 Government Employee Survey. Ms. Diep indicated that the draft Orange County Projections (OCP 2014) timeline will be discussed at the January 2013 OCCOG TAC meeting. The draft OCP 2014 timeline will be very fluid to allow for modifications depending on the schedules for OCCOG and OCTA. Ms. Diep also informed the OCCOG TAC members that they can contact LAFCO for a passcode that will allow local jurisdictions access to data posted by LAFCO.

Action: Received and discussed report.

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5. 2016 Regional Transportation Plan and Sustainable Communities Strategy Subcommittee Update

Chair Poynter and Mr. Simpson provided the OCCOG TAC with an update on the Southern California Association of Governments Sustainable Communities Strategy Subcommittee meetings held to date. Mr. Simpson and Chair Poynter both indicated their concern with the lack of discussion occurring at the SCAG SCS Subcommittee meetings. Most of the meeting has been dedicated to presentations and according to the schedules established by the subcommittees, there will only be six meetings total of each subcommittee. According to the work plan, the subcommittees will wrap up their meetings in late February so recommendations can be made to the Policy Committees in March 2013, the Regional Council in April 2013, and the General Assembly in May 2013. Chair Poynter mentioned that this sentiment was actually shared by one of the ex-officio members of the Active Transportation SCS Subcommittee. Mr. Doug Reilly, City of Laguna Woods, suggested a letter be drafted from OCCOG Chair Leroy Mills expressing these concerns with the abbreviated timeline and the lack of discussion of policy recommendations that will be possibly made to the SCAG policy committees. Mr. Simpson indicated that he would follow through on the development of such a letter.

Vice Chair Greg Nord, Orange County Transportation Authority, has also attended many of the SCAG SCS Subcommittee meetings and indicated that the Active Transportation SCS Subcommittee is the only one with an outlined work plan that identifies draft policies. Ms. Adrienne Gladson, City of Brea, shared that she has reviewed the agendas for the Public Health SCS Subcommittee and has found the materials and reports very ambiguous, which can make it difficult to brief the elected officials who serve on the various subcommittees. Some of the TAC members expressed the need for technical review of the proposed recommendations that may come out of the subcommittees, especially before the recommendations are made to the Policy Committees.

Chair Poynter and Vice Chair Nord shared their concerns with some of the policy recommendations that were made at the SCS Public Health Subcommittee. The recommendations were made by the non-voting ex-officio members of the subcommittee, who represent two of the involved advocacy groups. While some of the policy recommendations being made by the ex-officio subcommittee members have some merit, there is concern that the recommendations of the advocacy groups will be given priority over the policy recommendations that work best for the local jurisdictions and agencies that are SCAG members. Chair Poynter, Vice Chair Nord, Executive Director Simpson, and several other OCCOG TAC members will continue to monitor the activities of the SCAG SCS Subcommittees and will provide an update to the TAC at the January meeting. Once the SCAG SCS Subcommittees complete their work in February, the TAC will review the policy recommendations before the items are taken to the Policy Committees.

Action: Received and discussed report.

6. 2012 Draft Air Quality Management Plan (AQMP)

Chair Poynter and Ms. Carla Walecka provided the TAC with an update on the latest information on the 2012 draft Air Quality Management Plan (AQMP). The 2012 draft Air Quality Management Plan is on the agenda for the December 7, 2012 AQMD Board of Directors meeting. At that time, the Board is expected to make a decision on the plan, either approving it as written, with the PM 2.5 and ozone measures, or a modified version of the document. Chair Poynter and Ms. Walecka attended the AQMD sponsored workshop on the draft 2012 AQMP on November 14, 2012 and noted the small number of attendees. This low turnout is partially due to the technical aspect of the plan and the limited public notification of the hearings and workshops. Chair Poynter shared that many of the people who initially commented on the 2012 draft AQMP received electronic mail correspondence from a professor from UCLA who has commented on the document numerous times and is frustrated that AQMD staff has not properly responded to his comments and concerns. Ms. Walecka indicated that there were over 100 comment letters submitted on the 2012 draft AQMP and that there was little to no changes made to the document thus far. Ms. Walecka also mentioned that a new lawsuit has been filed by Communities for a Better Environment, and that the District is using this complaint to justify pushing through the ozone measures in an effort to reduce the risk of being affected by the lawsuit. Several members of the TAC shared the highlights of the presentation Dr. Barry Wallerstein, AQMD, made to the SCAG Regional Council at their November 1, 2012 meeting. Dr. Wallerstein's presentation focused very little on the measures included in the draft 2012 AQMP, but instead focused more on the impact San Onofre is having on the region. OCCOG Executive Director Simpson shared some of the highlights from the letters OCCOG has sent to the AQMD regarding the draft 2012 AQMP. He also noted that the AQMD has received letters from other organizations in Orange County including the Orange County Business Council and the Association of California Cities Orange County.

Action: Received and discussed report.

7. Southern California Association of Governments and Orange County Council of Governments Update

Mr. David Simpson, OCCOG Executive Director, provided the OCCOG TAC with a recap of the November 15, 2012 OCCOG Board of Directors meeting. There was not a quorum; so technically, the meeting was simply a discussion amongst those Board members present. Mr. Simpson updated the TAC on the recruitment for the OCCOG Executive Director. Applications were due in mid-November and an executive team of OCCOG Board members will meet in December to narrow down the candidates for interviews. It is Mr. Simpson's goal to name a successor at the January 24, 2013 OCCOG Board meeting.

Mr. Simpson and Chair Poynter also provided a recap of the discussions held by SCAG at the November 1, 2012 Regional Council and Policy Committee meetings and the tentative agenda for the December 6, 2012 Third Annual SCAG Economic Summit.

Mr. Simpson provided the TAC with an update on the status of the SCAG Subregional Coordinators Group and the Plans and Programs Technical Advisory Group. In mid-November,

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Mr. Simpson, representing the OCCOG, met with the Executive Directors from the other subregional Council of Governments. The other Executive Directors decide to disband the Subregional Coordinators Group. Instead the focus will be on discussing items at the reconstituted Plans and Programs Technical Advisory Committee, which will begin meeting in late January or early February 2013. The Executive Directors did discuss the possibility of reconsidering the Subregional Coordinators Group in the event it is needed. This will be a discussion item at the quarterly meeting of the Executive Directors. Several members of the TAC expressed concern with the disbanding of the Subregional Coordinators Group, as it is often times responsible for discussing items not typically discussed at the Plans and Programs TAC. Also, the Plans and Programs TAC added members from advocacy groups, who often times took control of the meeting discussion, resulting in limited substantive discussion on policy related items. Mr. Simpson indicated that this item would be further discussed at the December 4, 2012 Subregional Coordinators Group meeting later that afternoon.

Action: Received and discussed report.

REPORT FROM THE CHAIR

The California Environmental Protection Agency (Cal EPA) through the Office of Environmental Health Hazard Assessment (OEHHA) will be discussing their California Communities Environmental Health Screening Tool (CalEnviroScreen) at a workshop hosted by the Southern California Association of Governments on December 12, 2012. If TAC members are interested in attending, they are encouraged to contact Chair Poynter by Thursday, December 6, 2012.

Chair Poynter shared with the TAC a change in the appointments to the South Coast Air Quality Management District Mobile Source Reduction Committee Technical Advisory Committee. This change is necessary to accommodate several planned leave of absences by the primary and alternate representative to the SCAQMD TAC. Jaime Lai, City of Anaheim, is the primary representative on the SCAQMD TAC and Chair Poynter is the alternate. The new alternate 1 is Linda Johnson, City of Anaheim, and the alternate 2 is Melanie Grant, City of Anaheim. Chair Poynter will remain as alternate 3. Ms. Lai is expected to return to the SCAQMD TAC in April or May 2013.

REPORT FROM THE EXECUTIVE DIRECTOR

There was no additional report from the Executive Director.

MATTERS FROM OCCOG TAC MEMBERS

Mr. Nate Farnsworth, City of Rancho Santa Margarita, provided a brief update on Assembly Bill 244/Senate Bill 1090.

ANNOUNCEMENTS FROM OCCOG TAC NON-MEMBERS

There were no announcements from OCCOG TAC non-members.

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ITEMS FOR NEXT MEETING

- California EPA Environmental Health Screening Tool

IMPORTANT DATES OR UPCOMING EVENTS

- December 6, 2012: Southern California Association of Governments (SCAG) Third Annual Economic Summit
- December 7, 2012: Air Quality Management District Governing Board Meeting – Draft Air Quality Management Plan
- December 10, 2012: SCAG SCS Goods Movement Subcommittee Meeting
- December 11, 2012: SCAG SCS Sustainability Subcommittee Meeting
- December 12, 2012: California EPA Environmental Health Screening Tool Workshop
- December 21, 2012: SCAG SCS High Speed Rail/Transit Subcommittee Meeting
- December 21, 2012: SCAG SCS Transportation Finance Subcommittee Meeting
- January 3, 2013: SCAG Regional Council and Policy Committee Meetings

ADJOURNMENT

The meeting was adjourned by Chair Poynter at 11:15 a.m. until Tuesday, January 8, 2013 at 9:00 a.m. at the OCTA Headquarters.

Submitted by:

Marika Poynter, City of Irvine
OCCOG TAC Chair

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Attendees List for December 4, 2012 Meeting

Marika Poynter, City of Irvine
Greg Nord, Orange County Transportation Authority
Nate Farnsworth, City of Rancho Santa Margarita
Maria Parra, City of Garden Grove
Annie Wu, Orange County Transportation Authority
Anna Pehoushek, City of Orange
Doug Feremenga, Transportation Corridor Agency
Charles Larwood, Orange County Transportation Authority
Scott Martin, Center for Demographic Research
Kori Nevarez, City of Cypress
John Douglas, JHD Planning
Kevin Gilhooley, Southern California Association of Governments
Carla Walecka, Transportation Corridor Agency
Aileen Kennedy, Caltrans
Linda Tang, Kennedy Commission
Roy Ramsland, City of La Habra
Abel Avalos, City of Anaheim
Cheryl Kuta, City of Lake Forest
Dave Simpson, OCCOG/OCTA
Douglas Reilly, City of Laguna Woods
Bill Jacobs, City of Irvine
Adrienne Gladson, City of Brea
Carolyn Mamarado, Orange County Transportation Authority
Linda Smith, County of Orange
Linda Padilla-Smyth, City of La Habra
Deborah Diep, Center for Demographic Research
Larry Longenecker, City of Laguna Niguel



***Orange County Council of Governments
Technical Advisory Committee***

**2013 Meeting Schedule
(First Tuesday of each month)
9:00 a.m. to 12:00 p.m. (Noon)**

Tuesday, January 8, 2013*

Tuesday, February 5, 2013

Tuesday, March 5, 2013

Tuesday, April 2, 2013

Tuesday, May 7, 2013

Tuesday, June 4, 2013

Tuesday, July 2, 2013: Reserved

Tuesday, August 6, 2013

Tuesday, September 3, 2013

Tuesday, October 1, 2013

Tuesday, November 5, 2013**

Tuesday, December 3, 2013

Meeting Location

Orange County Transportation Authority Headquarters
600 South Main Street
Orange, California 92863

**Alternate meeting date due to the New Year's Day holiday*

***Alternate meeting locations may be established due to the use of the facility for election voting or due to special workshops requiring a larger venue for attendees.*

**Adopted by the Orange County Council of Governments Technical Advisory Committee
December 4, 2012**



**Orange County Council of Governments
Board of Directors**

**Orange County Council of Governments Board of Directors
2013 Meeting Schedule**

(4th Thursday of each month, 10:30 a.m. to 12:00 p.m.*)

Thursday, January 24, 2013

Thursday, February 28, 2013

Thursday, March 28, 2013

Thursday, April 25, 2013

Thursday, May 23, 2013

Thursday, June 27, 2013

Thursday, July 25, 2013

Thursday, September 26, 2013

Thursday, October 24, 2013

Thursday, November 21, 2013
(Meets 3rd Thursday due to Thanksgiving Holiday)

Meeting Location:

Orange County Transportation Authority Headquarters
600 South Main Street, Orange, California
Conference Room 154 (Conference Room 103/104 used as alternate meeting room)

*Unless otherwise noted, meetings will be held the fourth Thursday of the month from 10:30 a.m. to 12:00 pm. Meetings are subject to cancellation/rescheduling due to lack of action items or time sensitive matters for Board consideration.

*No meetings scheduled in August or December.