

SOUTHERN CALIFORNIA



**ASSOCIATION of  
GOVERNMENTS**

**Main Office**

818 West Seventh Street  
12th Floor  
Los Angeles, California  
90017-3435

t (213) 236-1800

f (213) 236-1825

[www.scag.ca.gov](http://www.scag.ca.gov)

**Officers**

President

Pam O'Connor, Santa Monica

First Vice President

Glen Becerra, Simi Valley

Second Vice President

Greg Pettis, Cathedral City

Immediate Past President

Larry McCallon, Highland

**Executive/Administration  
Committee Chair**

Pam O'Connor, Santa Monica

**Policy Committee Chairs**

Community, Economic and

Human Development

Bill Jahn, Big Bear Lake

Energy & Environment

Margaret Clark, Rosemead

Transportation

Paul Glaab, Laguna Niguel

**No. 535  
MEETING OF THE**

**REGIONAL COUNCIL**

**PLEASE NOTE TIME**  
***Thursday, January 5, 2012***  
***12:15 p.m. – 2:00 p.m.***

**SCAG Main Office**  
**818 W. 7<sup>th</sup> Street, 12<sup>th</sup> Floor**  
**Board Room**  
**Los Angeles, CA 90017**  
**(213) 236-1800**

If members of the public wish to review the attachments or have any questions on any of the agenda items, please contact Deby Salcido at (213) 236-1993 or via email at [salcido@scag.ca.gov](mailto:salcido@scag.ca.gov). In addition, regular meetings of the Regional Council may be viewed live or on-demand at [www.scag.ca.gov/scagtv](http://www.scag.ca.gov/scagtv)

Agendas & Minutes for the Regional Council are also available at: [www.scag.ca.gov/committees/rc.htm](http://www.scag.ca.gov/committees/rc.htm)

SCAG, in accordance with the Americans with Disabilities Act (ADA), will accommodate persons who require a modification of accommodation in order to participate in this meeting. If you require such assistance, please contact SCAG at (213) 236-1993 at least 72 hours in advance of the meeting to enable SCAG to make reasonable arrangements. To request documents related to this document in an alternative format, please contact (213) 236-1928.

**This Page Intentionally Left Blank**



## Regional Council

*Roster – January 2012*

### Members

### Representing

<b>President</b>	<b>1. Hon. Pam O'Connor</b>	<i>Santa Monica</i>	<b>District 41</b>
<b>1st Vice-President</b>	<b>2. Hon. Glen Becerra</b>	<i>Simi Valley</i>	<b>District 46</b>
<b>2nd Vice-President</b>	<b>3. Hon. Greg Pettis</b>	<i>Cathedral City</i>	<b>District 2</b>
<b>Immed. Past President</b>	<b>4. Hon. Larry McCallon</b>	<i>Highland</i>	<b>District 7</b>
	5. Hon. Jack Terrazas		Imperial County
	6. Hon. Michael Antonovich		Los Angeles County
	7. Hon. Mark Ridley-Thomas		Los Angeles County
	8. Hon. Shawn Nelson		Orange County
	9. Hon. Jeff Stone		Riverside County
	10. Hon. Gary Ovitt		San Bernardino County
	11. Hon. Linda Parks		Ventura County
	12. Hon. Don Hansen	<i>Huntington Beach</i>	OCTA
	13. Hon. Mary Craton	<i>Canyon Lake</i>	RCTC
	14. Hon. Brad Mitzelfelt	<i>San Bernardino County</i>	SANBAG
	15. Hon. Keith Millhouse	<i>Moorpark</i>	VCTC
	16. Hon. Cheryl Viegas-Walker	<i>El Centro</i>	District 1
	17. Hon. Jim Hyatt	<i>Calimesa</i>	District 3
	18. Hon. Ronald Loveridge	<i>Riverside</i>	District 4
	19. Hon. Ronald Roberts	<i>Temecula</i>	District 5
	20. Hon. Jon Harrison	<i>Redlands</i>	District 6
	21. Hon. Deborah Robertson	<i>Rialto</i>	District 8
	22. Hon. Paul Eaton	<i>Montclair</i>	District 9
	23. Hon. Glenn Duncan	<i>Chino</i>	District 10
	24. Hon. Bill Jahn	<i>Big Bear Lake</i>	District 11
	25. Hon. Paul Glaab	<i>Laguna Niguel</i>	District 12
	26. Hon. Joel Lautenschleger	<i>Laguna Hills</i>	District 13
	27. Hon. Sukhee Kang	<i>Irvine</i>	District 14
	28. Hon. Leslie Daigle	<i>Newport Beach</i>	District 15
	29. Hon. Michele Martinez	<i>Santa Ana</i>	District 16
	30. Hon. John Nielsen	<i>Tustin</i>	District 17
	31. Hon. Leroy Mills	<i>Cypress</i>	District 18
	32. Hon. Kris Murray	<i>Anaheim</i>	District 19



## Regional Council

*Roster – January 2012*

### Members

### Representing

33. Hon. Andy Quach	<i>Westminster</i>	District 20
34. Hon. Sharon Quirk-Silva	<i>Fullerton</i>	District 21
35. Hon. Brett Murdock	<i>Brea</i>	District 22
36. Hon. Bruce Barrows	<i>Cerritos</i>	District 23
37. Hon. Gene Daniels	<i>Paramount</i>	District 24
38. Hon. David Gafin	<i>Downey</i>	District 25
39. Hon. Lillie Dobson	<i>Compton</i>	District 26
40. Hon. Frank Gurulé	<i>Cudahy</i>	District 27
41. Hon. Judy Dunlap	<i>Inglewood</i>	District 28
42. Hon. Steven Neal	<i>Long Beach</i>	District 29
43. Hon. James Johnson	<i>Long Beach</i>	District 30
44. Hon. Stan Carroll	<i>La Habra Heights</i>	District 31
45. Hon. Margaret Clark	<i>Rosemead</i>	District 32
46. Hon. Keith Hanks	<i>Azusa</i>	District 33
47. Hon. Barbara Messina	<i>Alhambra</i>	District 34
48. Hon. Margaret E. Finlay	<i>Duarte</i>	District 35
49. Hon. Donald Voss	<i>La Cañada/Flintridge</i>	District 36
50. Hon. Carol Herrera	<i>Diamond Bar</i>	District 37
51. Hon. Paula Lantz	<i>Pomona</i>	District 38
52. Hon. James Gazeley	<i>Lomita</i>	District 39
53. Hon. Judy Mitchell	<i>Rolling Hills Estates</i>	District 40
54. Hon. Frank Quintero	<i>Glendale</i>	District 42
55. Hon. Steven Hofbauer	<i>Palmdale</i>	District 43
56. Hon. Mark Rutherford	<i>Westlake Village</i>	District 44
57. Hon. Bryan A. MacDonald	<i>Oxnard</i>	District 45
58. Hon. Carl Morehouse	<i>Ventura</i>	District 47
59. Hon. Ed P. Reyes	<i>Los Angeles</i>	District 48
60. Hon. Paul Krekorian	<i>Los Angeles</i>	District 49
61. Hon. Dennis Zine	<i>Los Angeles</i>	District 50
62. Hon. Tom LaBonge	<i>Los Angeles</i>	District 51
63. Hon. Paul Koretz	<i>Los Angeles</i>	District 52
64. Hon. Tony Cárdenas	<i>Los Angeles</i>	District 53



SOUTHERN CALIFORNIA  
ASSOCIATION of GOVERNMENTS

**Regional Council**

*Roster – January 2012*

**Members**

**Representing**

65. Hon. Richard Alarcón	<i>Los Angeles</i>	District 54
66. Hon. Bernard C. Parks	<i>Los Angeles</i>	District 55
67. Hon. Jan Perry	<i>Los Angeles</i>	District 56
68. Hon. Herb Wesson, Jr.	<i>Los Angeles</i>	District 57
69. Hon. Bill Rosendahl	<i>Los Angeles</i>	District 58
70. Hon. Mitchell Englander	<i>Los Angeles</i>	District 59
71. Hon. Eric Garcetti	<i>Los Angeles</i>	District 60
72. Hon. José Huizar	<i>Los Angeles</i>	District 61
73. VACANT	<i>Los Angeles</i>	District 62
74. Hon. Darcy Kuenzi	<i>Menifee</i>	District 63
75. Hon. Matthew Harper	<i>Huntington Beach</i>	District 64
76. Hon. Ginger Coleman	<i>Town of Apple Valley</i>	District 65
77. Hon. Lupe Ramos Watson	<i>Indio</i>	District 66
78. Hon. Mario F. Hernandez	<i>San Fernando</i>	District 67
79. Hon. Mark Calac		Pechanga Band of Luiseño Indians
80. Hon. Lisa Bartlett	<i>Dana Point</i>	TCA
81. Mr. Randall Lewis	<i>Lewis Group of Companies</i>	Ex-Officio
82. Hon. Antonio Villaraigosa	<i>Los Angeles</i>	(At-Large)

**This Page Intentionally Left Blank**

# REGIONAL COUNCIL

## AGENDA

### JANUARY 5, 2012

---

*The Regional Council may consider and act upon any of the items listed on the agenda regardless of whether they are listed as information or action items.*

#### **CALL TO ORDER & PLEDGE OF ALLEGIANCE**

*(Hon. Pam O'Connor, President)*

**PUBLIC COMMENT PERIOD** – Members of the public desiring to speak on items on the agenda, or items not on the agenda, but within the purview of the Council, must fill out and present a Public Comment Card to the Assistant prior to speaking. Comments will be limited to three (3) minutes per speaker provided that the Chair has the discretion to reduce this time limit based upon the number of speakers. The Chair may limit the total time for all public comments to twenty (20) minutes.

#### **REVIEW AND PRIORITIZE AGENDA ITEMS**

#### **PRESIDENT'S REPORT**

**Page No.**

1. New Members
2. New Committee Appointments

#### **EXECUTIVE DIRECTOR'S REPORT**

*(Hasan Ikhata, Executive Director)*

3. Meeting with Governor Edmund G. Brown, Jr.
4. California Air Resources Board (ARB) Meeting – February 23, 2012
5. Update Regarding Draft 2012 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS)

#### **HIGH-SPEED RAIL AUTHORITY (HSRA) PRESENTATION**

*(Presentation by Mr. Dan Richard, HSRA Board Member)*

6. California High Speed Rail Authority (CHSRA) Business Plan Presentation; Authorize SCAG Executive Director to Submit Public Comment Letter Regarding the Draft Business Plan; and Discuss Draft Memorandum of Understanding (MOU) with CHSRA and Southern California Transportation Agencies

**Attachment 1**

**Recommended Action:** 1. Receive presentation from CHSRA Board Member Dan Richard; 2. Authorize Executive Director to submit public comment letter to CHSRA regarding the Draft Business Plan (Attachment 1); and 3. Review and discuss the draft MOU with CHSRA and Southern California Transportation Agencies (Attachment 2 – *To Be Distributed Under Separate Cover*).

# REGIONAL COUNCIL

## AGENDA

### JANUARY 5, 2012

---

#### COMMITTEE REPORTS/ACTION ITEMS

Page No.

#### Executive/Administration Committee (EAC) Report

*(Hon. Pam O'Connor, Chair)*

7. SCAG Recognition of the San Fernando Valley Council of Governments (COG) Subregion Attachment 6

**Recommended Action:** Recognize the San Fernando Valley COG as a new SCAG Subregion.

8. Audit Committee Charter Amendment Attachment 8

**Recommended Action:** Recommend approval of amendment to the Audit Committee Charter.

9. Proposed Memorandum of Understanding (MOU) between the Southern California Association of Governments (SCAG) and the Center for Demographic Research (CDR) at California State University, Fullerton (CSUF) Attachment 12

**Recommended Action:** Approve the MOU between SCAG and the CDR at CSUF to promote joint research and exchange technical information, and authorize the SCAG Executive Director or his designee to execute the MOU.

10. Proposed Memorandum of Understanding (MOU) Between the Southern California Association of Governments (SCAG) and the Daegu-Gyeongbuk Development Institute (DGI) Attachment 31

**Recommended Action:** Approve the MOU between SCAG and DGI to promote joint research and exchange technical information and authorize the SCAG Executive Director or his designee to execute the MOU.

#### Community, Economic and Human Development Committee (CEHD) Report

*(Hon. Bill Jahn, Chair)*

#### Regional Housing Needs Assessment (RHNA) Subcommittee Report

*(Hon. Bill Jahn, Chair)*

#### Energy and Environment Committee (EEC) Report

*(Hon. Margaret Clark, Chair)*

#### Transportation Committee (TC) Report

*(Hon. Paul Glaab, Chair)*

#### Legislative/Communications and Membership Committee (LCMC) Report

*(Hon. Judy Mitchell, Chair)*

# REGIONAL COUNCIL AGENDA JANUARY 5, 2012

---

## COMMITTEE REPORTS/ACTION ITEMS - continued

Page No.

11. Public Buses: Triple Bicycle Racks Legislation Attachment 35

**Recommended Action:** The Legislative/Communications and Membership Committee (LCMC) met on December 20, 2011 and recommended approval of the staff recommendation to work with regional transportation partners to propose legislation that would permissively allow SCAG regional transportation commissions and/or transit providers within the respective counties to install triple bicycle racks on public buses.

12. SCAG Proposed Draft Public Participation Plan Amendment No. 3 Attachment 37

**Recommended Action:** Adopt Public Participation Plan Amendment No. 3.

## CONSENT CALENDAR

### Approval Items

13. Minutes of the November 3, 2011 Meeting Attachment 52
14. Minutes of the December 1, 2011 Meeting Attachment 57
15. SCAG Sponsorship of Annual Events and Membership: 1. 2011-2012 Coalition for America's Gateways and Trade Corridors (\$6,500); 2. The Southern California Leadership Council (\$20,000); 3. Building Industry Association of Southern California Annual Installation & Awards Night (\$1,000); 4. ULI Orange County/Inland Empire Retrofitting TOD in Suburbia: Solutions for Orange County & Inland Empire (\$250); and 5. West Coast Corridor Coalition (\$500) Attachment 61
16. Amendments \$75,000 or Greater: Contract No. 10-026-C1, Alternative Analysis of the Pacific Electric Right-of-Way (PE ROW) / West Santa Ana Branch Corridor Attachment 63
17. Extension of iPad® Pilot Program/Paperless Agendas to Full Regional Council Attachment 66

### Receive & File

18. Contracts/Purchase Orders and/or Amendments Between \$5,000 - \$200,000 Attachment 68
19. December 2011 State and Federal Legislative Update Attachment 87

# REGIONAL COUNCIL

## AGENDA

### JANUARY 5, 2012

---

#### **INFORMATION ITEMS**

#### **Page No.**

- |  |                   |           |
|--|-------------------|-----------|
| 20. <u>Draft 2012-2035 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) and Program Environmental Impact Report (PEIR) Process—Next Steps</u> | <b>Attachment</b> | <b>91</b> |
| 21. <u>FY 2010/11 External Financial Audit</u>   | <b>Attachment</b> | <b>94</b> |
| 22. <u>CFO Monthly Report</u>  | <b>Attachment</b> | <b>95</b> |

#### **REPORT FROM LEGAL COUNSEL**

23. California Redevelopment Association, et al. v. Ana Matosantos, et al (Case No. S194861)

#### **FUTURE AGENDA ITEM(S)**

#### **ADJOURNMENT**

*The next regular meeting of the Regional Council will be held on Thursday, February 2, 2012 at the SCAG Los Angeles Office.*

**DATE:** January 5, 2012

**TO:** Regional Council (RC)

**FROM:** Hasan Ikhata, Executive Director, [ikhata@scag.ca.gov](mailto:ikhata@scag.ca.gov), 213-236-1800

**SUBJECT:** California High Speed Rail Authority (CHSRA) Business Plan Presentation; Authorize SCAG Executive Director to Submit Public Comment Letter Regarding the Draft Business Plan; and Discuss Draft Memorandum of Understanding (MOU) with CHSRA and Southern California Transportation Agencies

**EXECUTIVE DIRECTOR'S APPROVAL:** 

---

**RECOMMENDED ACTIONS:**

1. Receive presentation from CHSRA Board Member Dan Richard;
2. Authorize Executive Director to submit public comment letter to CHSRA regarding the Draft Business Plan (Attachment 1); and
3. Review and discuss the draft MOU with CHSRA and Southern California Transportation Agencies (Attachment 2 - *To Be Distributed Under Separate Cover*)

**EXECUTIVE SUMMARY:**

*The RTP/SCS Subcommittee approved retaining the CHSRA Southern California projects within the draft 2012-2035 financially constrained plan pending MOU agreement by February with CHSRA and Southern California Transportation Agencies regarding early implementation of the blended approach goals described in Chapter 2 of the Draft CSHRA Business Plan. Further, the draft MOU was to include a candidate project list of \$1 billion in Southern California projects that would implement regional interconnectivity to the CSHRA project, improve speed, capacity and safety of the existing interregional rail system. Since the Subcommittee direction, staff has been meeting regularly and collaboratively with CHSRA and Southern California Transportation Agencies to develop the draft MOU by February. Mr. Dan Richard, CHSRA Board Member will attend the January 5, 2012 Regional Council meeting to provide an update on the Draft Business Plan.*

**STRATEGIC PLAN:**

This item supports SCAG's Strategic Plan; Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective c) Provide practical solutions for moving new ideas forward.

**BACKGROUND:**

RTP/SCS Subcommittee

On October 20, 2011, the Subcommittee recommended to retain the CHSRA Phase 1 in the financially constrained Draft 2012-2035 RTP/SCS subject to a more defined commitment such as an MOU coming forward by February and if not, the project would be included in the Strategic Plan of the RTP/SCS.

Since that time, the following actions have occurred:

- CHSRA Board approved the SCAG letter requesting extension of public comment for the Draft Business Plan from January 1 to January 16, 2012. This would allow time for the Regional Council to discuss the matter at the January 5<sup>th</sup> Board meeting and submit a public comment letter on the Draft Business Plan regarding how Southern California would be affected by early implementation of the blended approach described in Chapter 2 which describes the phased implementation (or blended approach) in Northern and Southern California. Chapter 2 also describes committing to early investments that increase regional interconnectivity and increased speed of existing regional rail services. The goal is to increase connectivity and mobility by expanding the inter-connected transportation investments in order to attract new riders and feed the CHSRA system. The attached letter thanks the CHSRA for approving the public comment extension request.
- CHSRA representatives have met collaboratively with SCAG and Southern California Transportation Agencies and indicated that they are committed to meeting the February MOU deadline noted above along with agreement on more specificity on early project investments (by 2020) in Southern California of \$1 billion.

#### Recommended Joint CEO Public Comment Letter to CSHRA on Chapter 2 of the Draft Business Plan

On December 16, 2011, CHSRA representatives met with the Chief Executive Officers (CEOs) of the Southern California Transportation Agencies party to the attached MOU described below to review the attached joint public comment letter regarding more specificity in Chapter 2 of the Draft Business Plan. CHSRA representatives have accepted in the meetings conducted since the above direction occurred more detailed comments that address the phased Southern California early investment implementation contained in the attached letter. Staff recommends approval of the attached letter to CHSRA regarding the Draft Business Plan Chapter 2 early implementation strategy for Southern California (Attachment 1).

#### Status of Draft MOU with CHSRA and Southern California Transportation Agencies (Attachment 2)

Parties to the MOU include:

- California High Speed Rail Authority (CSHRA)
- Metrolink
- Southern California Association of Governments (SCAG)
- San Diego Associated Governments (SANDAG)
- Los Angeles County Metropolitan Transportation Authority (Metro)
- Orange County Transportation Authority (OCTA)
- Riverside County Transportation Commission (RCTC)
- San Bernardino Associated Governments (SANBAG)

Key Principles of the MOU include:

- CHSRA agreement to an additional \$1 billion early investment in Southern California above and beyond the already committed \$950 million committed (but unallocated) statewide for interregional rail services
- Candidate Project list attached to Draft MOU for the \$1 billion early investment in Southern California by 2020
- Performance criteria attached to Draft MOU for selecting the projects from the candidate project list
- Process for selecting the prioritized project list of early investments in Southern California by 2020
- Agreement of draft MOU by February, 2012
- Execution of agreement by all parties by June, 2012

## Next Steps

On December 16, 2011, the CEOs met with representatives of the CHSRA to discuss the draft comment letter, draft MOU, candidate project list and draft performance criteria for selecting the prioritized project list. Their comments have been incorporated in the attachments.

Pending comments from the Regional Council on January 5, 2012, staff will update the attachments and distribute to the partner agencies so that the respective CEOs can brief their Boards to meet the above schedule outline. Staff will return at the February 2, 2012 Regional Council meeting with the final MOU for consideration and action.

## **FISCAL IMPACT:**

None

## **ATTACHMENTS:**

- 1) Draft Joint CEO Public Comment Letter on Chapter 2: CHSRA Business Plan
- 2) Draft MOU with CHSRA, SCAG, SANDAG, Metrolink, Metro, OCTA, SANBAG, and RCTC  
*(Note: To Be Distributed Under Separate Cover)*

**This Page Intentionally Left Blank**

January XX, 2012

Mr. Roelof van Ark  
Chief Executive Officer  
California High-Speed Rail Authority  
770 L Street, Suite 800  
Sacramento, CA 95814

**RE: Comments-HSRA Business Plan**

Dear Roelof:

On behalf of the Southern California County Transportation Commission's, SANDAG, and SCAG, we are writing to comment on the HSRA Business Plan.

First, we thank you and the HSRA Board for extending the public comment from January 1 to January 16, 2012. Secondly, we thank you and the Board for making time to discuss with our agencies the HSRA Business Plan and the assumptions included within the Plan. Third, we thank you for authorizing your staff to develop a Memorandum of Understanding (MOU) with our agencies that details how we will work together to implement the blended approach goals as described in Chapter 2 of the Business Plan. We believe that good progress has been made on the MOU and we will be able to satisfy the deadlines the SCAG Regional Council has outlined below.

The SCAG HSR Subcommittee took an action at their October 19, 2011 meeting to recommend including CHSRA Phase I only as a strategic project and not as a financially constrained project to the RTP Subcommittee. The RTP Subcommittee reversed this recommendation on the following day on October 20, 2011 based on additional information provided by your representative and on the condition that the California High-Speed Rail Authority provide specific commitments to funding for phased improvements to improve regional connectivity with the LOSSAN Corridor and Metrolink system in our region in conjunction with the development of the proposed State HSR system. The RTP Subcommittee further recommended that such a commitment be made via a Memorandum of Understanding (MOU) with the appropriate agencies, including, SCAG, SANDAG, the Southern California Regional Rail Authority (Metrolink) and the relevant transportation commissions. The RTP Subcommittee directed staff to report back in February on the progress in executing such a MOU. The RTP Subcommittee discussed that they may consider removing the California HST Program Phase I in our region from the fiscally constrained RTP if such a commitment and an agreed upon committed funding level is not in place by February 1, 2012.

# DRAFT

Given the real progress outlining the performance criteria for candidate projects for early implementation, funding and project schedule of the draft MOU, we believe the following suggested clarifications in Chapter 2 would be useful and are submitting for your consideration:

Page 2-1, Second paragraph amended to read:

A system cornerstone will be its integration into the statewide transportation system. Proposition 1A recognized the key importance of this connectivity, authorizing both \$9 billion in bond funds for HSR and \$950 million for complementary improvements in the state's connecting rail systems. With connections at all new high-speed rail stations to existing regional and local transit systems, HSR will significantly enhance the passenger transportation network across the state as shown on Exhibit 2-1. Existing intercity and regional systems will provide important feeder service to the HSR, so investing in them for speed and service improvements will attract new riders to these existing services, thus feeding and complementing high-speed rail. Equally important, HSR will also bring new passengers to regional and local transit systems. While commuter, intercity and interregional rail services are separate markets, improving connectivity and speed of the existing services will provide a crossover travel market incentive, thereby increasing the state's rail ridership as a whole as the three systems complement and feed each other. Connectivity and mobility will improve significantly across the state by expanding the network of inter-connected public transportation systems and can be expedited through early investments in the regional systems.

Page 2-1, Last paragraph addition after second sentence:

In Southern California, this commitment has led to the formation of a MOU between the Authority, Metrolink, the transportation commissions and MPO's to identify speed, capacity and service improvement for the early implementation of projects with the existing interregional rail services using additional unallocated high-speed rail funding as described in the MOU.

Our agencies look forward to working with the HSRA to execute the MOU and successfully implementing the above blended approach goals in Southern California. Please contact us should you wish to discuss these comments further.

Sincerely,

CEOs listed here

# REPORT

**DATE:** January 5, 2012  
**TO:** Executive, Administration Committee (EAC)  
Regional Council (RC)  
**FROM:** Hasan Ikhata, Executive Director  
**SUBJECT:** SCAG Recognition of the San Fernando Valley Council of Governments (COG) Subregion

**EXECUTIVE DIRECTOR'S APPROVAL:** 

**RECOMMENDED ACTION:**  
Recognize the San Fernando Valley COG as a new SCAG Subregion.

**EXECUTIVE SUMMARY:**  
*The San Fernando Valley COG, which consists of the Cities of Burbank, Glendale, San Fernando, Santa Clarita, and the portion of the City of Los Angeles and the County of Los Angeles situated in the geographic San Fernando Valley in Los Angeles County, request that SCAG formally recognize the San Fernando Valley COG as a new SCAG subregion.*

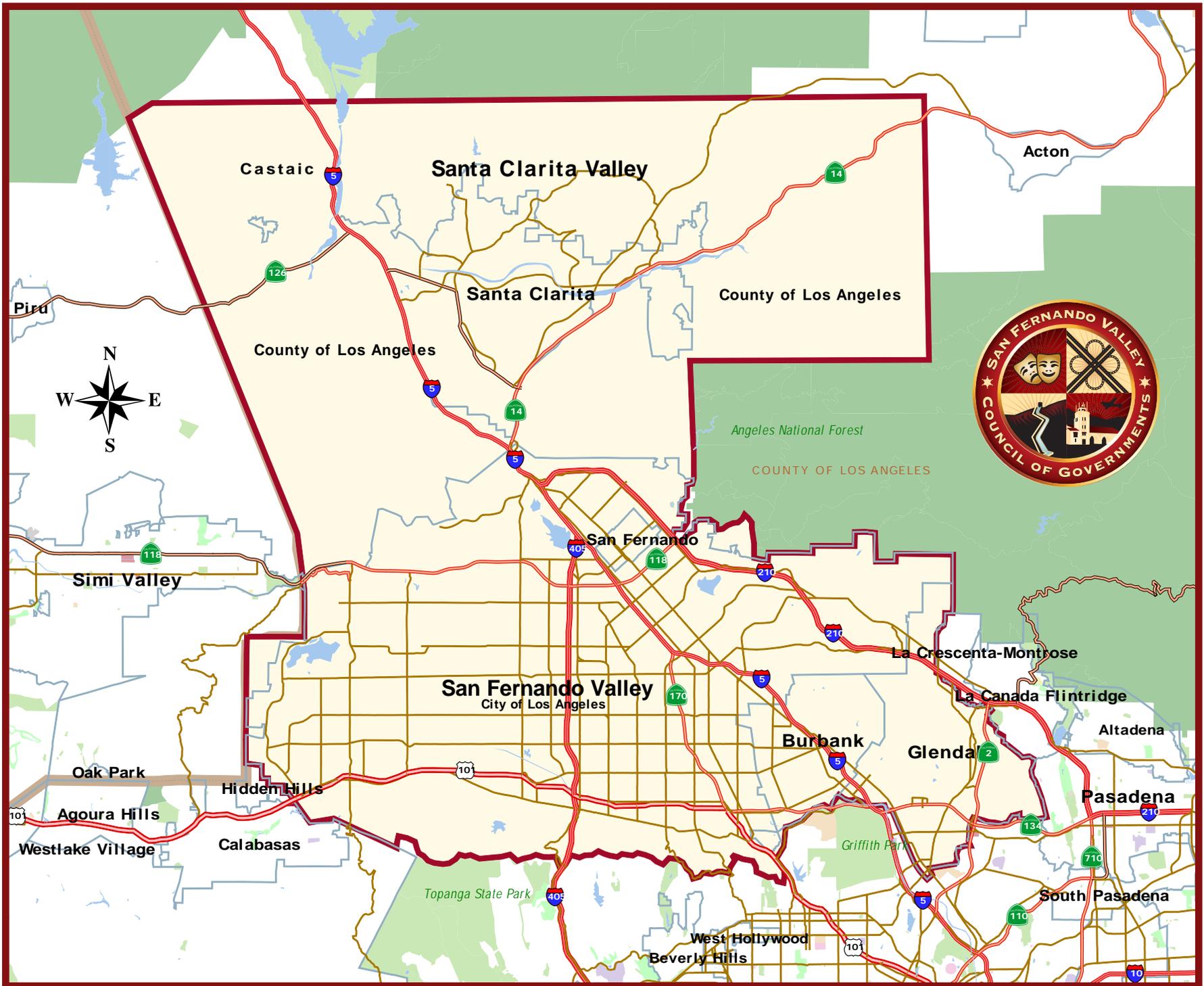
**STRATEGIC PLAN:**  
This item supports SCAG's Strategic Plan, Goal 1; Objective b: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies. Develop external communications and media strategy to promote partnerships, build consensus and foster inclusiveness in the decision making process.

**BACKGROUND:**  
In July 2006, the SCAG Regional Council took action at the impetus of San Fernando Valley and City of Los Angeles stakeholder input to facilitate the formation of a subregion in the San Fernando Valley. Since then, the Cities of Burbank, Glendale, Los Angeles, San Fernando, and Santa Clarita along with the County of Los Angeles have entered into a Joint Powers Agreement executed in May 2010 forming the San Fernando Valley Council of Governments (SFVCOG).

Pursuant to this stakeholder formation, the San Fernando Valley COG Board of Directors approved a motion at its October 2011 meeting to request formal recognition as a subregion in the SCAG region. Currently, the San Fernando Valley subregion consists of the Cities of Burbank, Glendale, San Fernando, Santa Clarita, and the portion of the City of Los Angeles and the County of Los Angeles situated in the geographic San Fernando Valley.

**FISCAL IMPACT:**  
No fiscal impact

**ATTACHMENT:**  
Map of San Fernando Valley Subregion



# REPORT

**DATE:** January 5, 2012  
**TO:** Regional Council (RC)  
**FROM:** Hon. Greg Pettis, Chair, Audit Committee  
**SUBJECT:** Audit Committee Charter Amendment

**EXECUTIVE DIRECTOR'S APPROVAL:** 

---

**RECOMMENDED ACTION:**

Recommend approval of amendment to the Audit Committee Charter.

**EXECUTIVE SUMMARY:**

*The Audit Committee approved language to modify the Audit Committee Charter regarding annually reporting to the Regional Council on the Committee's activities; specifically to reflect intent that the Committee has discretion to report to the Regional Council on an as needed basis but no less than annually, about the activities of the Committee.*

**STRATEGIC PLAN:**

This item supports SCAG's Strategic Plan Goal 3: Enhance the Agency's Long Term Financial Stability and Fiscal Management.

**BACKGROUND:**

On an annual basis, the Audit Committee reviews the language of the Committee Charter as adopted by the Regional Council. At the June 20, 2011 committee meeting, the committee directed staff to modify the Audit Committee Charter as it pertains to the Committee's reporting responsibilities to the Regional Council. The current Charter requires that the Committee "Annually report to the Regional Council about how the Audit Committee has discharged its duties and met its responsibilities." The Committee requested staff to revise the Reporting Responsibilities Section (first bullet), to read as follows: "Report to the Regional Council on an as needed basis, no less than annually, about how the Audit Committee has discharged its duties and met its responsibilities."

**FISCAL IMPACT:**

None.

**ATTACHMENT:**

Proposed Audit Committee Charter Amendment (strike-through version)

## **AUDIT COMMITTEE CHARTER**

**APPROVED AS AMENDED BY AUDIT COMMITTEE  
ON NOVEMBER 23, 2009**

### **Purpose of the Committee**

To be responsible for the independent review and oversight of the Southern California Association of Governments' (SCAG) financial reporting processes, internal controls, and independent auditors. The Audit Committee is directly responsible for the appointment, compensation, retention, and oversight of the work of any independent accountants engaged for the purpose of preparing or issuing independent audit reports or performing other independent audit, review or attest services for SCAG.

### **Authority**

The Audit Committee is formally established by the Regional Council of SCAG.

### **Composition**

The Audit Committee will consist of at least five members of the Regional Council, including SCAG's Second Vice President who shall serve as the Chair of the Committee. The Vice-Chair shall be selected from amongst the remaining members of the Committee. The SCAG President shall have the discretion to appoint non-Regional Council members who serve on one of SCAG's Policy Committees to the Audit Committee.

### **Qualifications**

At least one member of the Audit Committee should be a financial expert. Such a financial expert should possess 1) an understanding of generally accepted accounting principles and financial statements; 2) experience in preparing or auditing financial statements of comparable entities; 3) experience in applying such principles in connection with the accounting for estimates, accruals, and reserves; 4) experience with internal accounting controls; and 5) an understanding of Audit Committee functions.

To ensure the Audit Committee's independence and effectiveness, no Regional Council member who exercises direct managerial control of functions that fall within the scope of the audits performed should serve as a member of the Audit Committee.

### **Meetings**

The Audit Committee will meet on a regular basis, no less than three times per fiscal year, with authority to convene additional meetings as circumstances require. A quorum of the Audit Committee shall consist of three (3) of its members. Meeting agendas will

be prepared and provided in advance to members, along with appropriate briefing materials. Minutes will be prepared.

## **Responsibilities**

The Committee will carry out the following responsibilities:

### **Financial Statements**

- Review with management and external auditors the results of the annual external audit, including any difficulties encountered.
- Review the annual financial statements, and consider whether they are complete, consistent with information known to Committee members, and reflect appropriate accounting principles.
- Review with management and the external auditors all matters required to be communicated to the Committee under generally accepted government auditing standards.
- Review significant accounting and reporting issues, including complex or unusual transactions and highly judgmental areas, and recent professional and regulatory pronouncements, and understand their impact on the financial statements.

### **Internal Controls**

- Establish the overall policy for SCAG's internal control systems and ensure that the Regional Council and SCAG management are in full support of the system of internal controls.
- Understand the scope of internal and external auditors' review of internal controls over financial reporting, and obtain reports on significant findings and recommendations, together with management's responses.
- Evaluate the effectiveness of SCAG's internal control systems, including information technology security and control.

### **External Audit**

- Review the external auditors' proposed audit scope and approach, including coordination or audit effort with internal audit.
- Review the performance of the external auditors, and make recommendations to the Regional Council on the appointment or discharge of the auditors.
- Review and confirm the independence of the external auditors by obtaining statements from the auditors about any relationships between the auditors and SCAG, including non-audit services, and discussing the relationships with the auditors.
- On a regular basis, meet separately with the external auditors to discuss any matters that the Audit Committee or auditors believe should be discussed privately.

## **Internal Audit**

- Review with management and the internal auditor the charter, plans, activities, staffing, and organizational structure of the internal audit function.
- Review and approve the internal auditor annual workplan, including the nature and scope of the audits scheduled for the fiscal year.
- Receive and review draft internal audit reports of SCAG operations, including findings and recommendations, directly from the internal auditor at the same time they are provided to SCAG management. Receive oral reports of draft subregional audits directly from the internal auditor at the time the draft reports are provided to the subregion management. Receive and review final audit reports of subregions. Provide management an opportunity to comment on the report and follow-up on any corrective actions required.
- Ensure there are no unjustified restrictions or limitations, and review and concur in the appointment, replacement, or dismissal of the internal auditor.
- On an as needed basis, meet separately with the internal auditor to discuss any matters that the Committee or internal audit believes should be discussed privately.

## **Compliance**

- Review the effectiveness of the system for monitoring compliance with laws and regulations and the results of management's investigation and follow-up (including disciplinary action) or any instances of noncompliance.
- Review the findings of any examinations by regulatory agencies, and any auditor observations.
- Review the findings of any examinations by the internal auditor and determine if any corrective actions by SCAG management are necessary.
- Obtain regular updates from management and the Chief Counsel regarding compliance matters, including any violations of SCAG's Ethics Policy.

## **Reporting Responsibilities**

- Annually Report to the Regional Council on an as needed basis, no less than annually, about how the Audit Committee has discharged its duties and met its responsibilities.
- Provide an open avenue of communication among internal audit, the external auditors, and the Regional Council.
- Review any other reports that SCAG issues that relate to Audit Committee responsibilities.

**DATE:** January 5, 2012

**TO:** Executive/Administration Committee (EAC)  
Regional Council(RC)

**FROM:** Douglas Williford, Deputy Executive Director, Planning, 213-236-1919, [willifor@scag.ca.gov](mailto:willifor@scag.ca.gov)

**SUBJECT:** Proposed Memorandum of Understanding (MOU) between Southern California Association of Governments (SCAG) and the Center for Demographic Research (CDR) at California State University, Fullerton (CSUF)

**EXECUTIVE DIRECTOR'S APPROVAL:** 

---

**RECOMMENDED ACTION:**

Approve the MOU between SCAG and the CDR at CSUF to promote joint research and exchange technical information, and authorize the SCAG Executive Director or his designee to execute the MOU.

**EXECUTIVE SUMMARY:**

*CDR, based at the CSUF, was established to coordinate the development of demographic and related information for Orange County. CDR is a vital data source for a wide range of local, subregional and regional applications, including, transportation infrastructure planning; facilities planning and timing; development of fee programs; bond revenue stream analysis; general planning and other applications. SCAG staff seeks approval of the MOU by the EAC and RC and authority for the Executive Director or his designee to execute the MOU.*

**STRATEGIC PLAN:**

This item supports SCAG's Strategic Plan, Goal 4: Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communication Technologies; Objective a: Develop and maintain planning models that support regional planning and Objective c: Maintain a leadership role in the modeling and planning data/GIS communities.

**BACKGROUND:**

CDR is a non-profit research center dedicated to the development and support of demographic research. CDR's mission is to provide accurate and timely information regarding population, housing and employment characteristics in an efficient and cost-effective manner. Their work focuses mainly on, but is not limited to, demographics in Orange County, California.

**FISCAL IMPACT:**

Funding for this project is contained in work element 12-055.SCG0704.02. The funding will be provided as follows: \$77,238 in FY 2011/12, \$78,487 in FY 2012/13, and \$79,917 for FY 2013/14. The total funding for the project over the three year period is \$235,642.

**ATTACHMENT:**

MOU between SCAG and CDR, CSUF

**MEMORANDUM OF UNDERSTANDING**  
**by and between**  
**ORANGE COUNTY INTERESTS**  
**and**  
**CALIFORNIA STATE UNIVERSITY, FULLERTON AUXILIARY SERVICES**  
**CORPORATION**  
**for the**  
**CONTINUED OPERATION OF THE CENTER FOR DEMOGRAPHIC RESEARCH**  
**AT CALIFORNIA STATE UNIVERSITY, FULLERTON**

This Memorandum of Understanding (“MOU”) is entered into between the County of Orange, Transportation Corridor Agencies, Orange County Sanitation District, Orange County Transportation Authority, Municipal Water District of Orange County, Orange County Water District, Orange County Council of Governments, and Southern California Association of Governments (“SPONSORS”); the Orange County Local Agency Formation Commission (“CONTRIBUTING PARTNERS”) and the CSU Fullerton Auxiliary Services Corporation, (“ASC”), which is a 501 (c)3 California corporation organized under California law as an auxiliary organization of California State University, Fullerton (“CSUF”). This MOU is for the development of demographic data and related support products. Obligations and rights specified for CSUF in the MOU shall be exercised by the ASC.

**WHEREAS**, the development of demographic and related information for Orange County is a vital data source used for a wide range of local, subregional and regional applications, including, transportation infrastructure planning, facilities planning and timing, development of fee programs, bond revenue stream analysis, general planning and other applications; and

**WHEREAS**, a number of primary users of data in Orange County have recognized the benefit of having a local area expertise in developing demographic projections and associated products; and

**WHEREAS**, these SPONSORS, CONTRIBUTING PARTNERS, and California State University, Fullerton agree on the importance of having a single entity in Orange County developing demographic products and providing such products to data users; and

**WHEREAS**, these agencies also desire to establish a long-term process which allows each individual agency participation in the development and review of demographic products; and

**WHEREAS**, the Center for Demographic Research located at CSUF provides an opportunity to place demographic activities in a setting that accomplishes SPONSORS’ and CONTRIBUTING PARTNERS’ objectives and provides augmented educational opportunities for CSUF; and

**WHEREAS**, CSUF will be listed as a “SPONSOR” based upon their financial contribution as outlined in the budget in Attachment 1 and in-kind contributions for the balance of the remaining Sponsor seat; and

**WHEREAS**, the SPONSORS and CSUF have worked cooperatively in supporting and organizing the Center for Demographic Research for fifteen years and wish to continue their cooperation; and

**WHEREAS**, the CONTRIBUTING PARTNERS wish to participate in supporting the Center for Demographic Research beginning in Fiscal Year 2010/2011; and

**NOW, THEREFORE, IT IS RESOLVED** that the **SPONSORS, CONTRIBUTING PARTNERS**, and the **ASC** agree as follows:

I. The SPONSORS and CONTRIBUTING PARTNERS will fund the Center for Demographic Research for the next three years, subject to an annual review and two one-year options by the SPONSORS and CONTRIBUTING PARTNERS, for an annual total fee as set forth in Item IV below and Attachment 1.

II. Process and Structure

A. Orange County Projections

The Orange County Council of Governments (OCCOG) will be responsible for the approval of the Orange County Projections at the Regional Statistical Area level and subsequent to that action the County of Orange will approve the Orange County Projections. The OCCOG will work with CDR staff to integrate the Orange County Projections as approved into the Southern California Association of Governments (SCAG) Regional Growth Forecast.

B. Management Oversight

The Management Oversight Committee shall meet at least four (4) times each year to (1) consider policy matters associated with the operations of the Center for Demographic Research, (2) review products status and activities which are part of the core Work Program, (3) review the Center for Demographic Research's financial status and status of annual MOU signatures, (4) set CDR budget and modify staff salaries (5) consider requests from additional agencies wishing to become sponsors or contributing partners, (6) modify budget and work program upon addition or termination of a sponsor or contributing partner, (7) address other matters vital to the function of the Center for Demographic Research, and (8) undertake additional tasks as requested by the SPONSORS.

The Management Oversight Committee will be comprised of staff representing the SPONSORS, CONTRIBUTING PARTNERS and CSUF. Each SPONSOR will have one voting member of equal standing on the Management Oversight Committee including one member jointly representing the Municipal Water District of Orange County and the Orange County Water District; each CONTRIBUTING PARTNER will have one non-voting Ex-Officio member. The designees from each SPONSOR, CONTRIBUTING PARTNER, and the

university shall be named by July 1 of each year. An organization may also designate an individual(s) to serve as an alternate member of the Management Oversight Committee. The committee chair and vice-chair will be elected for a three-year term.

C. Technical Oversight:

The Technical Advisory Committee provides technical guidance and input into the development of each product produced under this MOU before they are reviewed by the Management Oversight Committee. The Technical Advisory Committee advises the Director of the Center for Demographic Research, as well as reports to the Management Oversight Committee. The Committee will include one voting representative from each SPONSOR including a member representing the Municipal Water District of Orange County and the Orange County Water District; each CONTRIBUTING PARTNER will have one non-voting Ex-Officio member. University participation on the Technical Advisory Committee will include at least one voting member from CSUF, and one voting member each from the University of California, Irvine and Chapman University. The Director of the Center for Demographic Research will coordinate with research centers at these universities to ensure data consistency. The designees from each SPONSOR, CONTRIBUTING PARTNER, and agency shall be named by July 1 of each year. The committee chair and vice-chair will be elected for a three-year term.

The Technical Advisory Committee shall schedule at least four (4) meetings each year. It will (1) provide a report to the Management Oversight Committee summarizing its meetings, (2) provide advice on the approach, techniques, data sources and methods used to develop new products, (3) facilitate the acquisition of data necessary to produce products, (4) provide suggestions on the interpretation and analysis incorporated into deliverables, (5) provide input on assumptions for the development of the growth projections, (6) provide review of deliverables prior to approval by the Management Oversight Committee and (7) undertake other tasks as identified by the Management Oversight Committee.

D. Transportation Modeling Data

The Orange County Transportation Authority (OCTA) will be responsible for the approval of all transportation modeling variables used in the Orange County Transportation Analysis Model (OCTAM) at the Traffic Analysis Zone level. The transportation modeling variables shall be consistent with the Orange County Projections, as approved by the Orange County Council of Governments and the County of Orange at the Regional Statistical Area Level. The OCTA and Southern California Association of Governments (SCAG) will exercise user agreements for their consultants to access the transportation modeling variables.

III. Duration and Terminations

This agreement will become effective upon execution and ends on June 30, 2014. A review of the performance of the Center for Demographic Research in meeting its obligations under this MOU will be conducted by the Management Oversight Committee throughout the term July 2011 through June 2014. This MOU may be extended and/or amended by mutual agreement of all signatories.

A party may terminate its participation under this MOU by giving each of the other parties sixty (60) days written notice thereof. Upon said notice of termination, the SPONSOR or CONTRIBUTING PARTNER terminating its participation shall pay the balance of fees owed by the SPONSOR or CONTRIBUTING PARTNER for that given fiscal year. Each fiscal year, the SPONSORS and CONTRIBUTING PARTNERS shall review and approve in writing the MOU, work program, and funding arrangement. Such written approval shall constitute a SPONSOR’S or CONTRIBUTING PARTNER’S agreement to participate in this Agreement. In the event that ASC wishes to terminate its participation, it shall reimburse the SPONSORS and CONTRIBUTING PARTNERS any advance payments, less an amount to cover expenses related to work in progress and less costs reasonably necessary to effect such termination. If a party wishes to withdraw from the agreement, said notice shall be affected by delivery of such notice in person or by depositing said notice in the United States mail, registered or certified mail, return receipt required, postage prepaid.

IV. Funding and Schedule

Respective fees shall be as follows for the following fiscal year:

<b>Payment Schedule for 2011-2014</b>				
	<b>2011- 2012</b>	<b>2012- 2013</b>	<b>2013- 2014</b>	<b>Three Year Total</b>
Orange County Transportation Authority	\$77,238	\$78,487	\$79,917	\$235,642
Orange County Council of Governments	\$77,238	\$78,487	\$79,917	\$235,642
County of Orange	\$77,238	\$78,487	\$79,917	\$235,642
Orange County Sanitation District	\$77,238	\$78,487	\$79,917	\$235,642
Transportation Corridor Agencies	\$77,238	\$78,487	\$79,917	\$235,642
Municipal Water District of Orange County	\$38,619	\$39,243	\$39,959	\$117,821
Orange County Water District	\$38,619	\$39,243	\$39,959	\$117,821
Southern California Association of Governments	\$77,238	\$78,487	\$79,917	\$235,642
Orange County Local Agency Formation Commission	\$15,000	\$15,000	\$15,000	\$45,000
<b>TOTAL</b>	\$555,668	\$564,406	\$574,422	\$1,694,496

Payments shall be made in accordance with invoicing policies of the ASC according to the schedule below. SPONSORS and CONTRIBUTING PARTNERS will be

invoiced at the beginning of each quarter. Quarterly payments equal to 25% of the annual fees shall follow invoices submitted according to the calendar below:

Fiscal Year 2011/2012:	July 2011, October 2011, January 2012, April 2012
Fiscal Year 2012/2013:	July 2012, October 2012, January 2013, April 2013
Fiscal Year 2013/2014:	July 2013, October 2013, January 2014, April 2014

SPONSORS and CONTRIBUTING PARTNERS shall pay one-quarter of their annual fees upon receipt of said invoices or may prepay for an entire fiscal year. Prepayment does not imply a discounted rate.

V. Administrative Representatives

A. The Principal Investigator for the operations and management of the Center for Demographic Research and the conduct of this MOU is Deborah Diep, Director. The Assistant Director, Scott Martin, will serve as the Principal Investigator in the Director's absence. They are authorized to negotiate supplemental agreements with the SPONSORS, CONTRIBUTING PARTNERS, and Non-sponsors as noted in Section VII. Shou-Yinn (Pearl) Cheng is designated as the administrative representative for the ASC. Should the Principal Investigators become unavailable for any reason, no other Principal Investigator shall be chosen by CSUF or the ASC without the approval of the SPONSORS. Furthermore, the ASC agrees that the Management Oversight Committee shall make the recommendation on the selection of the Director or interim Director of the Center for Demographic Research and no Director or interim Director shall be appointed without approval of the Management Oversight Committee. The Management Oversight Committee will serve as the search committee if a search committee for the Director is required by the ASC.

B. Equipment and furniture purchased by ASC under the terms of this MOU shall remain the property of the SPONSORS. In the event that the Center for Demographic Research is disbanded, the equipment remains the property of the SPONSORS and the Management Oversight Committee shall determine its disposition.

C. Databases and applications developed and maintained for the Center for Demographic Research purposes shall remain under control of the SPONSORS. In the event that Center for Demographic Research is relocated from CSUF, all Center for Demographic Research functions and designations shall accompany the Center for Demographic Research.

VI. Additional Sponsorships and Revenues

Other agencies and entities can become sponsors or contributing partners of the Center for Demographic Research with unanimous agreement among the SPONSORS as determined by a vote of the Management Oversight Committee. Adjustments in

sponsor fees found necessary resulting from the addition of sponsors shall be determined by the Management Oversight Committee with consultation from the Center for Demographic Research Principal Investigators.

The disposition of additional revenues generated through additional sponsors, and the sale of products and services to non-sponsors shall be determined by the Management Oversight Committee. The additional funds shall be prorated according to the respective sponsor fee. SPONSORS shall have the option of expending their share of the additional funds on CDR activities, products or equipment or having the funds returned to the SPONSORS at the end of the fiscal year.

## VII. Products and Deliverables

- A. The Center for Demographic Research will produce the identified core Demographic Products and Services as listed in Attachment 22 and described in Attachment 3. Each SPONSOR will receive ten (10) copies in printed form and one (1) copy of estimates and projections in electronic form.
- B. The SPONSORS and CONTRIBUTING PARTNERS have the right to obtain supplemental products and support services from the Center for Demographic Research through a purchase order. Projects above the amount of \$25,000 shall be approved by the ASC. Such purchases may be entered into if the SPONSOR or CONTRIBUTING PARTNER agrees to pay all additional costs resulting from the additional products or services, including an indirect cost of 25%, and if the activities do not interfere with the normal functioning of the CDR. If requests for additional products or services require interference with the normal functioning of the CDR as determined by the Management Oversight Committee or additional resources from the CDR's basic budget the proposal for such products and services will be forwarded to the Management Oversight Committee for their advice and consent prior to finalization of the agreement. In all cases, supplemental work for SPONSORS and CONTRIBUTING PARTNERS shall be assessed normal indirect costs of 25%.
- C. Non-sponsors can contract with the Center for Demographic Research for its services or obtain supplemental products and support services from the Center for Demographic Research through a Non-sponsor purchase order. Prior to entering into an agreement, the Management Oversight Committee will be informed of the request for services and will review it for any potential conflicts. The Director shall notify the Management Oversight Committee of any such proposed agreement and provide the committee with draft text and budget, at least 30 days before the intended start of work. The Management Oversight Committee shall review the proposed project for possible conflicts of interests, conflicts of time commitment, and budgetary adequacy. The Management Oversight Committee may at its discretion impose a surcharge of funds to be used at its discretion. Action on these matters may be taken only with the concurrence of a majority of

the members of the Management Oversight Committee and all such supplemental work for Non-sponsors shall be assessed normal indirect costs of 25%.

- D. Use of revenues generated by the sale of products produced by the Center for Demographic Research shall be determined by the Management Oversight Committee. A quarterly report on product sales will be presented to the Management Oversight Committee.
- E. Additional projects should not adversely affect the schedule of deliverables unless otherwise agreed to by the Management Oversight Committee.

#### VIII. Sponsorship

This Agreement shall be signed by all SPONSORS and CONTRIBUTING PARTNERS by June 30, 2011. If any SPONSOR or CONTRIBUTING PARTNER does not sign this Agreement, the funding amounts of the remaining SPONSORS and CONTRIBUTING PARTNERS will not change and the work program and budget will be modified to reflect the committed funding. Any SPONSOR or CONTRIBUTING PARTNER listed as an ORANGE COUNTY INTEREST that does not sign this Agreement forfeits all rights, services, and privileges as a CDR SPONSOR or CONTRIBUTING PARTNER unless otherwise negotiated. A formal status report on execution will be delivered at each Management Oversight Committee meeting until all SPONSORS and CONTRIBUTING PARTNERS sign this Agreement.

#### IX. Liability and Insurance

Each party to this MOU hereby assumes any and all risks for personal injury and property damage attributable to the negligent acts or omissions of that party and the officers, employees, and agents thereof. ASC warrants that it has adequate Worker's Compensation Insurance and liability insurance for its own employees. The ASC, the SPONSORS (the County of Orange, Transportation Corridor Agencies, Orange County Sanitation District, Orange County Transportation Authority, Municipal Water District of Orange County, Orange County Water District, Orange County Council of Governments, and Southern California Association of Governments), and the CONTRIBUTING PARTNERS (the Orange County Local Agency Formation Commission) agree to indemnify and hold each other, their respective officers, employees, students, agents, harmless from and against all liability, loss, expense (including reasonable attorney's fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorney's fees, or claims for injury or damages are caused by or result from negligent or intentional acts or omissions of the indemnifying party, its officers, employees, students or agents.

X. Independent Contractor

In the performance of all services and obligations under this agreement, SPONSORS, CONTRIBUTING PARTNERS, and ASC shall act as independent contractors. None shall be considered an employee or agent of the other.

XI. Use of Names

SPONSORS and CONTRIBUTING PARTNERS agree not to use the names of the ASC or CSUF in any commercial connection with work performed under this Agreement without prior written permission from the ASC. SPONSORS and CONTRIBUTING PARTNERS may use said names in ordinary internal business reports concerning this Agreement and may use the names of the Center for Demographic Research and the Principal Investigators in non-commercial publicity announcing the results of the project.

ASC agrees not to use the names of SPONSORS and/or CONTRIBUTING PARTNERS in any commercial connection with this work without prior written permission from SPONSORS and/or CONTRIBUTING PARTNERS. ASC may use SPONSORS' and/or CONTRIBUTING PARTNERS' name in ordinary internal business reports concerning this agreement and in non-commercial publicity announcing the awarding of the contract.

The provisions of this Section of the Agreement shall survive for two (2) years beyond any termination date specified in Section III or any extension thereof.

XII. Force Majeure

SPONSORS, CONTRIBUTING PARTNERS, and ASC shall not be liable or deemed to be in default for any delay or failure in performance under this Agreement or interruption of services resulting, directly or indirectly, from acts of God, civil or military authority, acts of public enemy, strikes, labor disputes, or any similar cause beyond the reasonable control of SPONSORS, CONTRIBUTING PARTNERS, or ASC, provided the affected party notifies the other party of the delay in writing within ten days of the onset of the delay.

XIII. Assignment

This Agreement shall inure to the benefit of and be binding upon and enforceable by the parties and their successors and permitted assigns. However, neither party may assign any of its rights or obligations under this Agreement without the prior written consent of the other.

XIV. Modification and Waiver

None of the terms of the Agreement may be waived or modified except by an express agreement in writing signed by SPONSORS, CONTRIBUTING PARTNERS, and ASC. Modifications not documented in writing cannot be enforced. The failure or delay of either party in enforcing any of its rights under this Agreement shall not be deemed a continuing waiver or a modification by such party of such right.

XV. Governing Law

The validity and interpretation of this Agreement shall be governed by the laws of the State of California.

XVI. Federal Statutes Relating to Nondiscrimination

ASC will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S. C. sections 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S. C. section 794), which prohibits discrimination on the basis of handicaps; (d) Age discrimination Act of 1975, as amended (42 U.S.C. sections 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment, and Rehabilitation Act of 1970 (P.O. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) sections 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-d and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. section 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirement of any other federal nondiscrimination statute(s) which may apply to the application.

XVII. Notices

Notices under this agreement shall be considered to be given if delivered by first class mail to the following addresses:

For SPONSORS:

Steve Dunivent  
County of Orange  
10 Civic Center Plaza, 3rd Floor  
Santa Ana, CA 92701

Dave Simpson  
Orange County Council of Governments  
550 South Main Street  
P.O. Box 14184  
Orange, CA 92613-1584

Valarie McFall  
Transportation Corridor Agencies  
125 Pacifica, Suite 100  
Irvine, CA 92618-3304

James D. Ruth  
Orange County Sanitation District  
10844 Ellis Avenue  
P.O. Box 8127  
Fountain Valley, CA 92738-8127

Kurt Brotcke  
Orange County Transportation Authority  
550 South Main Street  
P.O. Box 14184  
Orange, CA 92613-1584

Kevin Hunt  
Municipal Water District of Orange County  
18700 Ward Street  
P.O. Box 20895  
Fountain Valley, CA 92728

Michael R. Markus  
Orange County Water District  
18700 Ward Street  
P.O. Box 8300  
Fountain Valley, CA 92728-8300

Hasan Ikhata  
Southern California Association of Governments  
818 West Seventh Street, 12<sup>th</sup> Floor  
Los Angeles, CA 90017-3435

For CONTRIBUTING PARTNERS:

Joyce Crosthwaite  
Orange County Local Agency Formation Commission  
12 Civic Center Plaza, Room 235  
Santa Ana, CA 92701

For CSU FULLERTON AUXILIARY SERVICES CORPORATION

Shou-Yinn (Pearl) Cheng, Director, Sponsored Programs  
CSUF Auxiliary Services Corporation  
2600 Nutwood Ave., Suite 275  
Fullerton, CA 92831

XVIII. Execution

**IN WITNESS THEREOF**, the SPONSORS, CONTRIBUTING PARTNERS, and the ASC have executed this Agreement on the date first herein written. This Agreement is to be signed in counter parts.

**For the CSU Fullerton Auxiliary Services Corporation:**

\_\_\_\_\_  
Frank Mumford, Executive Director

\_\_\_\_\_  
Date

**For the County of Orange:**

\_\_\_\_\_  
Thomas G. Mauk, County Executive Officer

\_\_\_\_\_  
Date

**For the Orange County Council of Governments:**

\_\_\_\_\_  
Dave Simpson, Executive Director

\_\_\_\_\_  
Date

**For the Orange County Sanitation District:**

\_\_\_\_\_  
James D. Ruth, General Manager

\_\_\_\_\_  
Date

**For the Orange County Transportation Authority:**

\_\_\_\_\_  
Will Kempton, Chief Executive Officer

\_\_\_\_\_  
Date

**For the Foothill/Eastern Transportation Corridor Agency:**

\_\_\_\_\_  
Thomas Margro, Chief Executive Officer

\_\_\_\_\_  
Date

**For the San Joaquin Hills Transportation Corridor Agency:**

\_\_\_\_\_  
Thomas Margro, Chief Executive Officer

\_\_\_\_\_  
Date

**For the Municipal Water District of Orange County:**

\_\_\_\_\_  
Joan Finnegan, President of the Board

\_\_\_\_\_  
Date

\_\_\_\_\_  
Kevin Hunt, General Manager

\_\_\_\_\_  
Date

**For the Orange County Water District:**

\_\_\_\_\_  
Claudia C. Alvarez, President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Michael R. Markus, General Manager

\_\_\_\_\_  
Date

**For the Southern California Association of Governments:**

\_\_\_\_\_  
Hasan Ikhata, Executive Director

\_\_\_\_\_  
Date

**For the Orange County Local Agency Formation Commission:**

\_\_\_\_\_  
John Moorlach, Chair

\_\_\_\_\_  
Date

**Attachment 1: Center for Demographic Research  
Proposed Annual Budget: July 1, 2011 through June 30, 2014**

	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>
Director	\$97,739	\$98,717	\$98,717
Benefits	\$36,522	\$37,618	\$39,875
Assistant Director	\$78,000	\$78,780	\$78,780
Benefits	\$33,110	\$34,103	\$36,150
GIS/Analyst	\$60,112	\$60,713	\$60,713
Benefits	\$27,270	\$28,088	\$29,773
Administrative Assistant	\$44,585	\$45,031	\$45,031
Benefits	\$23,451	\$24,155	\$25,604
GIS Technician/ Research Associate	\$29,500	\$30,000	\$30,500
Benefits	\$4,425	\$4,500	\$4,575
Research Assistants	\$9,620	\$9,620	\$9,620
Benefits	\$1,443	\$1,443	\$1,443
Supplies & Publications	\$7,000	\$7,000	\$7,000
Printing	\$3,900	\$3,900	\$3,900
Meetings, Mileage, & Training	\$500	\$500	\$500
Equipment	\$500	\$500	\$500
<b>Expenses</b>	<b>\$457,678</b>	<b>\$464,668</b>	<b>\$472,680</b>
25% Indirect Cost (IDC) / Overhead	\$114,419	\$116,167	\$118,170
40% of office space rent not paid through IDC (office space rent is exempt from overhead)	\$26,257	\$26,257	\$26,257
<b>Gross Total</b>	<b>\$598,354</b>	<b>\$607,092</b>	<b>\$617,108</b>
University will contribute: 40% of office space rent	\$26,257	\$26,257	\$26,257
HSS Dean will contribute \$16,429 to Administrative Asst salary	\$16,429	\$16,429	\$16,429
<b>Monetary Subtotal</b>	<b>\$42,686</b>	<b>\$42,686</b>	<b>\$42,686</b>
<b>NET CDR BUDGET TOTAL</b>	<b>\$555,668</b>	<b>\$564,406</b>	<b>\$574,422</b>

<b>Number of Seats</b>				
COUNTY	1	\$77,238	\$78,487	\$79,917
OCCOG	1	\$77,238	\$78,487	\$79,917
OCSO	1	\$77,238	\$78,487	\$79,917
OCTA	1	\$77,238	\$78,487	\$79,917
TCA	1	\$77,238	\$78,487	\$79,917
SCAG	1	\$77,238	\$78,487	\$79,917
MWDOC	0.5	\$38,619	\$39,243	\$39,959
OCWD	0.5	\$38,619	\$39,243	\$39,959
CSUF	1	see above	see above	see above
CONTRIBUTING PARTNER: LAFCO		\$15,000	\$15,000	\$15,000
<b>TOTAL</b>	<b>8</b>	<b>\$555,668</b>	<b>\$564,406</b>	<b>\$574,422</b>
Cost per Sponsorship Seat= Net Budget / 7 remaining seats		\$77,238	\$78,487	\$79,917

Notes:

Director's salary includes transportation expenses.

IDC/Overhead covers direct and indirect support services of CSUF ASC and 60% of space rent.

University provides in-kind support in addition to monetary contributions listed above.

**Attachment 2**  
**Proposed CDR 2011-2014 Services and Products**

**REPORTS**

**Orange County Progress Report**

Produce an annual Orange County Progress Report. This document presents a unified and a comprehensive picture of Orange County and its 34 cities including its economic health, its demographic status and trends, and other information of interest to those who might wish to relocate to Orange County, do business in the County, or otherwise have an interest in the economic and demographic status and future of Orange County. 2010 Census data will be incorporated into the report as it is released.

**Orange County Projections**

Update **OCP-2010** to incorporate 2010 Census data and the 2010 State EDD employment benchmark. Preparation and development of **OCP-2014** will begin during this three-year MOU. The OCP dataset contains population, housing, and employment projections by 2010 census tract, jurisdiction, Community Analysis Area, and Regional Statistical Area for a 25-year period.

**Orange County Facts and Figures**

Update quarterly the Orange County Facts and Figures. This document focuses on the most frequently asked questions about Orange County demographics and related information.

**PUBLIC INFORMATION SERVICES**

**Provide Public Information on Orange County Demographics as Requested**

Provide information in response to numerous requests made by government agencies, elected officials, private companies, non-profit organizations, schools, students, and citizens regarding demographic and related information about Orange County.

**Maintain CDR Homepage**

Update the information currently on the CDR homepage on a regular basis and expand as information becomes available.

**Provide Information and Analysis to News Media**

Provide information, description, interviews, and analysis of demographics to news media to assist them in doing stories where demographics is the focus.

**Update RHNA Allocations**

Provide data support to local jurisdictions and SCAG during development of 2012 RHNA. Monitor RHNA development process to ensure Orange County data is incorporated. Develop allocations of 2012 RHNA for annexations and incorporations.

## **Process 2010 Census Data**

Process Bureau of Census data as it pertains to development of the Orange County Projections and at the request of CDR Sponsors.

## **DATA BASES**

### **Housing Inventory System**

The Housing Inventory System (HIS) is a data system that includes all changes to each jurisdiction's housing stock. Data is collected at the address level and converted into a GIS database by geocoding. After geocoding, quality analysis efforts include tying activity to parcels. Depending on the jurisdiction, different documents are used to record added units including certificates of use and occupancy, utility release log, or building final documents. Demolitions and conversions are recorded through other recordation. Changes to the mobile home inventory will be verified with HCD. This project will be expanded to include an annual review and sign off process by each jurisdiction of their geocoded data to ensure accuracy.

### **Census Data by Partial TAZ**

Develop a correspondence table of 2010 Census blocks to the TAZs after release of Census block data and GIS shapefiles. As the various census files become available, transportation modeling variables and other key variables useful for projecting the modeling variables will be aggregated to TAZ.

### **Calibrate Age Cohort Component, Shift-Share and Headship Rate Models**

Based on data from the 2010 Census and EDD data, calibrate the models used to project county-wide population, housing and employment.

### **Master Polygon File**

Create master polygon file using the 2010 Census block file as base for use in development of OCP dataset and annual population and housing unit estimates. Allocate Census block data to TAZ, CAA, RSA, MWDOC, OCSD, and OCWD. Master polygon file will be updated annually to include changes to agency boundaries: jurisdiction, MWDOC, OCSD, and OCWD.

### **Population and Housing Estimates by TAZ (OCP)**

Estimates of population and housing by unit type will be developed using the 2010 Census and American Community Survey data at the split TAZ. From 2010 onwards, housing unit changes will be geocoded and aggregated to the TAZ. Annual estimates of population and housing will be produced by TAZ for maintenance of the OCP base file.

### **Annual Population and Housing Estimates by Partial Census Tract and Sponsor Agency**

Estimates of population and housing units will be developed using the 2010 Census for each of the special district sponsors. From 2011 onwards, annual estimates (January 1) of population and housing will be produced by partial census tract and for each of the special district sponsor agencies: MWDOC, OCSD, and OCWD.

## **Project Total County Population, Housing, and Employment**

Draft assumptions for OCP-2014 will be developed and reviewed by the CDR TAC. These will then be incorporated into the macro level models used to project population, housing, and employment. The resulting projections will be reviewed by the CDR TAC and MOC and then brought to the OCCOG TAC and Board for approval as the controls totals for OCP-2014.

## **Projected Population, Housing and Employment by TAZ (OCP)**

Preparation and development of OCP-2014 will begin during this MOU cycle. Countywide population, housing, and employment for years 2015 through 2040 will be allocated to Traffic Analysis Zones split by jurisdictions. Following the allocation, extensive review and refinement will occur to assure the accuracy of the projections.

## **Secondary Variables by TAZ (OCTAM)**

Preparation of the base year OCTAM data for OCP-2014 will begin in this MOU cycle. These variables will include resident population, group quarters population, employed residents, median income, occupied single family dwelling units, occupied multiple family dwelling units, household size, retail employment, service employment, all other employment, school enrollment, university enrollment, and area. Data for the projection years will be updated in the next MOU cycle.

## **COMMITTEES**

### **Participate in Sponsor Technical Advisory Committees as Requested**

Participate in appropriate Sponsor technical advisory committees including, OCCOG TAC, County's Demographic Steering Committee, OCTA's Modeling TAC, Orange County Sanitation District's Planning Advisory Committee, Water Use Efficiency Project Advisory Committee, and SCAG's Plans & Programs Committee.

### **Coordinate with SCAG and SCAG Committees**

This service revolves around the incorporation of OCP into the SCAG growth forecast. This service includes participation in SCAG workshops to develop assumptions for their population and employment projections; monitoring the discussions relevant to the development of SCAG's growth forecast at SCAG policy and subregional coordinator committees; and coordinating with relevant SCAG staff on this issue.

### **Coordinate with University Research Centers**

CDR staff will coordinate with UCI and Chapman University research centers to ensure consistency between the CDR's forecast and estimates and those produced by these institutes.

## **NEW PROJECTS**

### **Census Bureau Count Question Resolution (CQR) Program Support**

CDR staff will provide maps to Orange County jurisdictions to verify 2010 Census jurisdictional boundaries and total population and housing unit counts by census block. CDR staff will assist Orange County jurisdictions in documenting errors found during the review process by providing maps to be used in their responses to the U.S. Census Bureau Count Question Resolution program.

### **Special Decennial Census Edition of the Facts & Figures**

This multi-page document will include county and city/community data from the 2010 Decennial Census on population and housing. It will also show growth and changes since the 2000 Decennial Census. This document will be electronic and posted online for free download.

### **2011-2014 LAFCO FUNDED PROJECT: Sphere of Influence Estimates**

CDR will update its master polygon file on an annual basis with changes to the sphere of influence (SOI) boundaries. CDR will produce annual estimate of January 1 population and housing for each of the SOI polygons upon completion of the annual Housing Inventory System.

### Attachment 3

Proposed Draft Work Program 7/2011 - 6/2014

	07/11	10/11	01/12	04/12	07/12	10/12	01/13	04/13	07/13	10/13	01/14	04/14	07/14
OC Facts and Figures		▲	▲	▲	▲	▲	▲	▲	▲	▲	▲	▲	▲
OC Progress Report					▲				▲				▲
OC Projections 2010 modification	■	▲											
OC Projections 2014					●	■	■	■	■	■	■	■	■
Census Data by TAZ	●	■	■	■	▲	■	■	■	▲	■	▲		
Pop & Housing by TAZ	●	■	■	■	■	■	■	■	▲	■	■	■	▲
Employment by TAZ					●	■	■	■	■	■	■	■	■
Housing Inventory System	■	■	■	■	▲	■	■	■	▲	■	■	■	▲
Pop & Housing by Partial CT	■	■	■	■	▲	■	■	■	▲	■	■	■	▲
Calibrate Demog & Econ Models	●	■	▲										
Public Information	■	■	■	■	■	■	■	■	■	■	■	■	■
Maintain CDR Homepage	■	■	■	■	■	■	■	■	■	■	■	■	■
Info for Media	■	■	■	■	■	■	■	■	■	■	■	■	■
Process Census Info	■	■	■	■	■	■	■	■	■	■	■	■	■
RHNA Allocations	■	■	■	■	■	■	■	■	■	■	■	■	■
Census CQR/GIS services	●	■	■	■	■	■	■	■	■	■	▲		
Census Special Edition Facts & Figures	▲												

- Startup
- ▲ Milestone/Completion

**This Page Intentionally Left Blank**

**DATE:** January 5, 2012

**TO:** Executive/Administration Committee (EAC)  
Regional Council(RC)

**FROM:** Douglas Williford, Deputy Executive Director, Planning, 213-236-1919, [willifor@scag.ca.gov](mailto:willifor@scag.ca.gov)

**SUBJECT:** Proposed Memorandum of Understanding (MOU) Between the Southern California Association of Governments (SCAG) and Daegu- Gyeongbuk Development Institute (DGI)

**EXECUTIVE DIRECTOR’S APPROVAL:** 

**RECOMMENDED ACTION:**

Approve the MOU between SCAG and DGI to promote joint research and exchange technical information, and authorize the SCAG Executive Director or his designee to execute the MOU.

**EXECUTIVE SUMMARY:**

*Established in 1990, DGI is a non-profit, public research institute and think-tank established by Daegu Metropolitan City and Gyeongbuk Province in South Korea. DGI conducts various research projects and activities to find solutions for current local issues and to suggest the future vision of Daegu-Gyeongbuk. DGI desires to develop a cooperative relationship with SCAG to promote joint research and exchange technical information. SCAG staff seeks approval by the EAC and RC of the attached MOU, and authority for the Executive Director or his designee to execute the MOU.*

**STRATEGIC PLAN:**

This item supports SCAG’s Strategic Plan, Goal 4: Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communication Technologies; Objective a: Develop and maintain planning models that support regional planning and Objective c: Maintain a leadership role in the modeling and planning data/GIS communities.

**BACKGROUND:**

DGI conducts various research projects and activities to find solutions for current local issues and to suggest the future vision of Daegu-Gyeongbuk region in South Korea. Currently, nearly 100 research members study and propose reasonable policies in topics including the economy, industry, culture, tourism, transportation, urban planning, environment and social welfare. DGI promotes productive discussion with various organizations such as local governments, private enterprises, universities, and research institutes.

The exchange of experiences in the field of urban and regional planning and governance can also help both DGI and SCAG find better solutions in various transportation and planning areas. The cooperative relationship might develop into joint research, joint seminars and workshops, and exchange of technical information and publications.

Daegu Metropolitan City and the surrounding Gyeongbuk Province:

Daegu (Korean pronunciation: [tɛɡu]), also known as Taegu, and officially the Daegu Metropolitan City, is a city in South Korea, the fourth largest after Seoul, Busan, and Incheon, and the third largest metropolitan area in the country with over 2.5 million residents. The city is the capital and principal city of the

surrounding Gyeongbuk province, although it is not legally part of the province. The two areas combined are often referred to as Daegu-Gyeongbuk, with a total population of over 5 million. Daegu is located in south-eastern Korea about 80 km from the seacoast, near the Geumho River and its mainstream, Nakdong River in Gyeongsang-do. The Daegu basin, where the city lies, is the central plain of the Yeongnam region, making the city the natural center of the region's politics, economy, and culture.

**FISCAL IMPACT:**

Funding is not provided to any parties under this MOU.

**ATTACHMENT:**

MOU between SCAG and DGI

# Memorandum of Understanding

between

**THE DAEGU-GYEONGBUK DEVELOPMENT INSTITUTE**

and

**THE SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS**

---



THE DAEGU-GYEONGBUK DEVELOPMENT INSTITUTE (DGI) and THE SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS (SCAG) (hereinafter referred to as “the Parties”) agree to the following Memorandum of Understanding (MOU) for the purposes of mutual cooperation and promotion in the fields of collaborative planning and implementation among local governments, and urban planning and policies in metropolitan areas.

## **Article I**

The purpose of this Memorandum of Understanding (MOU) is to foster basic research capabilities in the areas of collaborative planning and policies in regional or metropolitan scale based on mutually cooperative relationships between the Parties.

## **Article II**

The Parties shall mutually cooperate to perform the following activities and meet on a case-by-case basis to discuss additional details and terms if deemed necessary:

1. Co-host open forums and joint symposia, etc.
2. Exchange information and periodical publications
3. Implementing joint research on urban planning and policies for sustainable cities and regions

## **Article III**

Proposals for all cooperative activities may be initiated by either Party, but are subject to approval by both Parties. Those activities including joint projects and conferences to be co-sponsored by both Parties as mutually agreed. The objective, content, form, duration, costs, and other terms and conditions of each cooperative activity shall be the subject of a separate agreement or instrument, as appropriate, to be concluded by the Parties.

**Article IV**

Scientific information derived from cooperative activities may be made available through customary channels according to the normal procedures of each Party. For publication of results derived from joint research projects, either Party shall obtain prior consent from the other Party.

**Article V**

This MOU shall be effective from the date of signing and shall be valid for three (3) years. It shall be automatically renewed on that date and will remain valid and effective unless one (1) Party notifies in writing to the other Party, at least six (6) months before the renewal date, of its intention to terminate the agreement.

IN WITNESS WHEREOF, the Parties have caused this agreement, signed by their authorized representatives, to be executed in duplicate copies in English with each of the copies being equally authentic.

**For DAEGU-GYEONGBUK  
DEVELOPMENT INSTITUTE**

**For SOUTHERN CALIFORNIA  
ASSOCIATION FOR GOVERNMENTS**

---

**Seong Keun LEE  
President**

Date: January 19, 2012

---

**Hasan IKHRATA  
Executive Director**

Date: January 19, 2012

**REPORT**

**DATE:** January 5, 2012

**TO:** Executive Administration Committee (EAC)  
Regional Council (RC)

**FROM:** Sharon Neely, Deputy Executive Director, Strategy, Policy, and Public Affairs,  
[neely@scag.ca.gov](mailto:neely@scag.ca.gov), (213) 236-1992

**SUBJECT:** Public Buses: Triple Bicycle Racks Legislation

**EXECUTIVE DIRECTOR'S APPROVAL:**


**RECOMMENDED ACTION:**

The Legislative, Communications and Membership Committee (LCMC) met on December 20, 2011 and recommended approval of the staff recommendation to work with regional transportation partners to propose legislation that would permissively allow SCAG regional transportation commissions and/or transit providers within the respective counties to install triple bicycle racks on public buses.

**EXECUTIVE SUMMARY:**

*SCAG to work with regional transportation partners to introduce legislation increasing public bus dimensions to permissively allow SCAG county transportation commissions and/or transit providers within the respective counties to install triple bicycle racks on their buses to accommodate the needs of Southern California transit riders for additional bicycle storage capacity on public buses.*

**STRATEGIC PLAN:**

This item supports SCAG's Strategic Plan Goal (1) Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies.

**BACKGROUND:**

This proposal seeks to amend existing law granting authority to the Alameda-Contra Costa Transit District extending total vehicle dimensions to allow for installation of triple bicycle racks. Specifically, the proposal would add a new Vehicle Code section granting permissive authority to the transportation commissions and/or transit providers with the respective counties of Imperial, Los Angeles, Orange, Riverside, San Bernardino, and Ventura, to install a folding device attached to a public bus that is designed and used exclusively for transporting bicycles that does not extend more than 40 inches from the front body of the bus when fully deployed, and for which the handlebars of a bicycle that is transported on the device does not extend more than 46 inches from the front of the bus.

This proposal follows input from county transportation commissions, bicycle advocates, and the public received at the Regional Transportation Plan (RTP) outreach meetings calling for additional bicycle racks on public buses.

It is estimated that bicycling in the six county Southern California region has increased by approximately 50% since 2005. When gas prices peaked, bicycling to transit peaked significantly, resulting in not enough racks on buses for cyclists, forcing many to:

# REPORT

---

- Wait for later buses;
- Chain bicycle to stationary objects (traffic sign, fencing);
- Abandon bicycle.

Increasing bicycle racks from two (2) to three (3) increases capacity by 50% and, the draft RTP proposes significant increase in resources to active transportation (bicycling and walking) will play a significant role in helping the region meet SB 375 requirements.

In addition, the Mineta Transportation Institute has found that bicycling distance is usually approximated as less than two (2) miles. By using a two (2)-mile buffer around the transit station, the great majority of residents in Southern California have access to transit by bicycle (92.3%), with Los Angeles County having the highest percentage of bicyclist access to transit (99.1%). METRO Board has already approved a phased plan for installation of triple bicycle racks on all METRO buses.

At the November 15, 2011 meeting the LCMC recommended that the Regional Council approve and authorize SCAG to work with the county commissions and other stakeholders to introduce legislation that would permissively allow for the Southern California transportation commissions to install a folding device attached to a public bus that is designed and used exclusively for transporting bicycles that does not extend more than 40 inches from the front body of the bus when fully deployed, and for which the handlebars of a bicycle that is transported on the device does not extend more than 46 inches from the front of the bus. This proposal mirrors the authority given to the Alameda-Contra Costa Transit District pursuant to AB 652, Chapter 369, and Statutes of 2009.

**ATTACHMENT:**

None.

**DATE:** January 5, 2012  
**TO:** Regional Council (RC)  
**FROM:** Hasan Ikhata, Executive Director (213) 236-1898; [ikhata@scag.ca.gov](mailto:ikhata@scag.ca.gov)  
**SUBJECT:** SCAG Proposed Draft Public Participation Plan Amendment No. 3

**EXECUTIVE DIRECTOR'S APPROVAL:** 

**RECOMMENDED ACTION:**  
Adopt Public Participation Plan Amendment No. 3.

**EXECUTIVE SUMMARY:**  
*In December 2009, the Regional Council adopted amendments to the Southern California Association of Governments (SCAG) Public Participation Plan. At that time, the Plan had been updated to address the new requirements of SB 375 and to update the Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) outreach schedule. SCAG's Public Participation Plan called for the evaluation of public participation efforts that occurred prior to the official release of the RTP for public review and comment (Phase 1: Pre-draft RTP). As a result of this evaluation process, staff proposed amendments to the Public Participation Plan (Amendment No. 3) to: 1) enhance outreach strategies to better serve the under-represented segments of the region; and 2) update the detailed outreach schedule. In September 2011, the Legislative/Communications and Membership Committee (LCMC) released the draft Amendment No. 3 for a 45-day public comment period, which closed on November 7, 2011. Staff has reviewed and addressed, as appropriate, all comments received. At its meeting on November 15, 2011, the LCMC approved recommending adoption of Public Participation Plan Amendment No. 3.*

**STRATEGIC PLAN:**  
This item supports SCAG's Strategic Plan, Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies.

**BACKGROUND:**  
Since its inception, SCAG has engaged in a public involvement process in developing its regional transportation plans and programs. SCAG's Public Participation Plan serves as a guide for SCAG's public involvement process as well as the continuing, comprehensive and coordinated planning process among stakeholders to ensure the ongoing opportunity for broad-based participation in the development and review of regional plans and programs.

In 2009, the Amendment No. 2 of the Public Participation Plan was approved to address the new requirements of SB 375 and to update the Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) outreach schedule. SCAG's Public Participation Plan called for the evaluation of public participation efforts that occurred prior to the official release of the RTP for public review and comment (pre-Draft RTP phase). As a result of this evaluation process, staff proposed amendments to the Public Participation Plan (as part of Amendment No. 3) generally to: 1) enhance outreach strategies to better serve the underrepresented segments of the region; and 2) update the detailed outreach schedule. Enhancements to the outreach strategies included reducing the timeframe to 72 hours for requests for assistance for persons with disabilities and requests for language assistance. Other changes included:

# REPORT

---

- SCAG added to its targeted list of Interested Parties, organizations serving rural area residents, in addition to populations of limited English proficiency.
- A “SCAG Contact Form” was added to the end of the plan so that persons may easily request via mail, fax or email to be added to SCAG’s mailing lists.

In September 2011, the LCMC approved the release of the Draft Public Participation Plan Amendment No. 3 for a 45-day public comment period. During the public comment period, SCAG received a number of comments on the Public Participation Plan. A summary of the comments and SCAG staff responses are provided in the attached matrix for your reference.

After the public comment period, staff reviewed and addressed, as appropriate, all comments received. At its meeting on November 15, 2011, the LCMC approved recommending adoption of the Public Participation Plan Amendment No. 3. The Proposed Public Participation Plan Amendment No. 3 is available on the web at: <http://www.scag.ca.gov/publicparticipationplan/index.htm>

**FISCAL IMPACT:**

Funding to support the development of the Public Participation Plan is identified in the agency’s Overall Work Program (OWP) under WBS # 12-090.SCG00148, Public Information and Involvement.

**ATTACHMENT:**

Summary Matrix of Comments and Responses

## SUMMARY MATRIX OF COMMENTS AND RESPONSES

COMMENTS – California Rural Legal Assistance (CRLA)	SCAG RESPONSE
<p>SCAG’s Public Participation Plan Goals would be best served by augmenting the draft Amendment’s provisions regarding participation of underserved populations, particularly rural populations and populations of limited English proficiency.</p>	<ul style="list-style-type: none"> <li>• SCAG’s Public Participation Plan identifies a broad range of stakeholder groups and interested parties (“Interested Parties”) as required under state law, Cal. Gov. Code Section 65080(b)(2)(F)(i) (Senate Bill 375) and federal planning law, 23 CFR 450.316. In response to this request from CRLA, SCAG has added to the list of Interested Parties, (p. 7) , the following bullets:               <ul style="list-style-type: none"> <li>• Organizations serving rural area residents</li> <li>• Limited English proficiency populations</li> </ul> </li> </ul>
<p>Amendment No. 3 should incorporate more specific language to describe “stakeholder group” and “other interested parties” in recognition of the highly diverse needs experienced by different populations within the SCAG region, particularly the needs of rural areas.</p>	<p>See above response.</p>
<p>Amendment No. 3 should create a Rural Needs Advisory Group to ensure representation of the unique needs of rural areas within the SCAG region.</p>	<p>SCAG intends to work with organizations serving rural areas to reach out to rural area residents, as part of its activities in implementing the Public Participation Plan.</p>
<p>Amendment No. 3 should provide more detail regarding the mailing lists and contact databases used by SCAG to achieve public participation in the RTP and RTIP processes, including information on how an individual or organization can request to be added to these mailing lists and contact databases.</p>	<ul style="list-style-type: none"> <li>• SCAG has added a new “SCAG Contact Form” to the Public Participation Plan, so that persons and organizations may submit the form via mail, email or fax to request to be added to SCAG’s mailing lists. Information on how an individual or organization can be added to mailing lists and contact databases is also listed on SCAG’s website (<a href="http://rtpscs.scag.ca.gov">http://rtpscs.scag.ca.gov</a>) and included in e-notifications sent by SCAG</li> <li>• SCAG has added the names and contact information for the groups provided by the commenter to SCAG’s RTP/SCS and RTIP outreach mailing lists.</li> </ul>
<p>Amendment No. 3 should provide more detail regarding the media outlets to which press releases and other notices will be directed, including information regarding the level of outreach to the non-English language media.</p>	<p>A list of outlets in SCAG’s media database will be posted on the SCAG website. This list is updated on a regular basis. SCAG’s Public Participation Plan calls for updating media mailing lists that include ethnic and foreign-language media (p. 20) and outreach to ethnic press including providing notices in Spanish and</p>

## SUMMARY MATRIX OF COMMENTS AND RESPONSES

	<p>Chinese (p. 21). The Notice of Availability of the Draft 2012-2035 RTP/SCS was translated into Armenian, traditional Chinese, Korean, Spanish, and Vietnamese.</p> <p>Per request of the commenter, SCAG will add to its media mailing list the media outlets that were not already included in SCAG’s media database.</p>
<p>Amendment No. 3 should more clearly explain how SCAG plans to comply with federal statutory requirement to hold public meetings at convenient and accessible locations and times.</p>	<p>SCAG holds meetings during the business day and in the late afternoon/early evenings throughout the region to ensure wide public participation.</p>
<p>The draft Amendment should guarantee that a detailed agenda will be made available for each public hearing prior to the deadline by which non-English speaking members of the public must submit requests for interpretation or other language assistance. Furthermore, SCAG should ensure that all published agendas and other announcements of public hearings or meetings contain information on the protocol for requesting interpretation.</p>	<p>Regular meeting notices and agendas for the SCAG Regional Council, Executive/Administration Committee, and policy committees are posted at least 72 hours in advance of the meetings, as required by state law. These meeting notices provide contact information for persons to request documents related to the meeting agenda in an alternative format. SCAG will update the timeframe provided in the Public Participation Plan to 72 hours for requests for language assistance.</p>
<p>The timing of Amendment No. 3 to the Public Participation Plan raises concerns regarding compliance with state and federal laws governing public participation.</p>	<p>SCAG last amended its Public Participation Plan in December 2009 (Amendment No. 2) primarily to address new state law requirements (SB 375). Proposed Amendment No. 3 was initiated after evaluating the public participation activities conducted prior to the draft RTP/SCS release for public review and comment (Phase 1: Pre-Draft RTP), primarily to 1)enhance outreach strategies to better serve the underrepresented segments of the region; and 2)update the detailed outreach schedule described in Appendix “A.”</p>

<b>COMMENTS – Beth Hojnacke</b>	<b>SCAG RESPONSE</b>
<p>Your Public Participation Plan needs to lean more to the General Public than all the bureaucracy created with multiple levels of multiple agencies. et. al: "(2) consultative involvement of designated agencies (i.e., federal, state and local agencies, county transportation commissions and air quality management/pollution control districts) on technical data and modeling used in developing regional plans and determining transportation improvement program and regional transportation improvement program conformity." These agencies involved should be</p>	<p>As required to fulfill State and Federal requirements and guidelines, the agencies involved in the SCAG planning process regularly attend and participate actively at SCAG technical meetings. Many of these meetings are held in SCAG’s conference rooms and are open to the public.</p>

## SUMMARY MATRIX OF COMMENTS AND RESPONSES

<p>the presenters at the public events, not the attendees. The events also need to be held in the evenings &amp; on weekends, allowing broader participation by the public.</p>	
<p>If the General Public does not agree with your vision, then they will be very anxious to express their concerns to their representatives. And vice versa. Transparency is the key. That does not mean holding a lot of meetings with other agencies, bureaucrats, and those that would benefit from the implementation of any of your plans. It means outreach to the general population through ALL means possible. Including electronic media.</p>	<p>SCAG has and will continue to hold hearings and workshops throughout the region and these meetings are noticed and advertised to the general public. The public is also welcome to attend other SCAG meetings, including meetings with partner agencies. The Regional Council meetings are available by webcast.</p>
<p>Don't expect people to visit your website: you need to drive them to it with emails, social media notices, etc. Electronic media &amp; communications are much less expensive than mailings, so you can utilize them more often &amp; probably with greater affect. Keep the number of print notices &amp; legal mailings to what is required by law. Leverage the use of electronic communications.</p>	<p>SCAG emails its e-newsletters Update and Spotlight to its database and social media sites Facebook and Twitter to promote agency activities, initiatives, programs, plans and services.</p>
<p>Translate key RTP communications in English &amp; Spanish on the web pages. You also need to incorporate translations into Mandarin, Cantonese and Korean. With the growth of the Asian-Pacific population in the San Gabriel Valley, you are doing a huge disservice to a large segment of our population by translating only into Spanish, further disenfranchising Asian language speaking residents from participating in decisions affecting their communities &amp; their quality of life. Chinese translations should be in both Mandarin &amp; Cantonese.</p>	<p>Key material for the public outreach workshops on the Draft 2012 RTP was translated into Spanish and posted on the SCAG website. In response to requests, translation services in Spanish were provided for two LA County and the Coachella Valley public outreach workshops. Outreach scheduled after the release of the Draft in December 2011 will include translations in Spanish and Chinese. The Notice of Availability on the Draft 2012 RTP was translated into Armenian, Chinese, Korean, Spanish and Vietnamese, which represents the languages of the top five Limited English Proficient (LEP) groups in the SCAG region. The Draft 2012 Executive Summary was translated into Chinese, Korean, and Spanish. The agency's website is currently being redesigned. Future phases of the redesign will include the capability of content translation in a number of languages.</p>

<b>COMMENTS – Joyce Dillard</b>	<b>SCAG RESPONSE</b>
<p>The jurisdictions in the Metropolitan Planning Organization MPO consist of Council of Governments COGS. Those COGS do not necessarily represent the entire jurisdictional region of the MPO. With that hole, the</p>	<p>The jurisdictions for the SCAG MPO are the 191 cities and 6 counties in the SCAG region. All of these cities and counties elected officials are elected by registered voters, and all of these cities and counties have representation on SCAG's</p>

## SUMMARY MATRIX OF COMMENTS AND RESPONSES

<p>public is not informed. Actions on behalf of a COG are made by elected officials from a municipality, more of an internal process. They are not elected to a COG by registered voters. Since there is a capability of several COGS within one municipality, as would be the case of Los Angeles, the public would need to be aware of the COGS jurisdictions or any actions that would affect an MPO. They are not. In fact, the City of Los Angeles seems to have only one COG in the San Fernando Valley Council of Governments. The division, as a SCAG sub region, seems to be Los Angeles City, San Fernando Valley City, Unincorporated Los Angeles.</p>	<p>Regional Council which serves as the primary governing board of the agency.</p> <p>SCAG coordinates with the fourteen SCAG subregions to facilitate a more collaborative regional planning effort, and the entire City of Los Angeles is a SCAG subregion. The new San Fernando Valley Council of Governments has requested to become a new SCAG subregion, and SCAG’s Regional Council will be considering this request.</p> <p>SCAG keeps the cities and counties informed of major issues, activities, etc., through direct contact with elected officials, City Managers, Planning Directors, and other staff.</p>
<p>There is no “unincorporated” Los Angeles in the City of Los Angeles, and any unincorporated area is the County of Los Angeles. Any incorporated cities, such as the City of San Fernando, are subregions to themselves, not part of the City of Los Angeles. We find that they belong to the South Bay Cities COG, a Joint Powers Authority, and the Westside COG, A Joint Powers Authority. Portions of the City are not represented in these COG/JPA entities.</p>	<p>As noted above, the jurisdictions for the SCAG MPO are the 191 cities and 6 counties in the SCAG region. The City of Los Angeles is a member of SCAG, and the City of Los Angeles Mayor and all City Councilmembers are Regional Council members. The entire Los Angeles County is represented in the Regional Council by two County of Los Angeles Supervisors.</p>
<p>The City of Los Angeles is set up to address the city’s housing, transportation and public works needs, but as a City, not a SCAG sub region. There are City Committees, City Commissions and Neighborhood Councils. The MPO system never appears on an agenda or is addressed in any meeting covered by the Brown Act.</p>	<p>Comment noted.</p>
<p>There are “unofficial” meetings in the form of PlanCheckNC or discussions of planning issues, not an official public meeting. The MPO jurisdictions are not part of this process. The Mayor through the Mayor’s Office of Economic &amp; Business Policy recently formed “Building a Better LA” Development Reform Advisory Committee which bypasses public notification. It is not a legislated act.</p>	<p>Comments noted.</p>

## SUMMARY MATRIX OF COMMENTS AND RESPONSES

COMMENTS – Joyce Dillard	SCAG RESPONSE
<p>There are plans for:</p> <ul style="list-style-type: none"> <li>Development Services Collaborative</li> <li>Development Industry Advisory Committee (DIAC)</li> <li>Development Services (DS) Case Management</li> <li>Development Services (DS) Case Management</li> <li>Land Development Committee</li> </ul> <p>None are public meetings with any requirements of public notification.</p> <p>This presents one of the major problems in public notification when a meeting does not fall under the jurisdiction of the Brown Act. It also presents a problem of serial meetings if the information is discussed amongst officials who would fall under the Brown Act jurisdiction. Since the SCAG meetings are unknown to the City process, that serial-type violation is a high possibility. We suggest that Municipalities in the MPO region be required to inform the citizens of any SCAG meetings on top of the SCAG process of notification. Get it done to the local level as much as possible.</p> <p>This gap is unfair to the public because so many fight planning issues that include decisions made by the MPO when know one even knows how much influence the MPO has had. This is silent control and a violation of due process.</p>	<p>Comment noted.</p>
<p>We see this type of loose Public Participation required in Department of Housing and Urban Development Consolidated Plan and find abuses.</p> <p>One such abuse is publishing a Notice in a newspaper that is not widely read or is industry specific such as a newspaper used for legal notification only. Another abuse is the dissolution of the Citizens Unit for Participation. That Federal Citizen Participation requirement could be used in a cross-over for outreach. That results in NO outreach to underserved communities that are considered low-income and minority.</p>	<p>Comment noted.</p>

## SUMMARY MATRIX OF COMMENTS AND RESPONSES

COMMENTS – Joyce Dillard	SCAG RESPONSE
<p>Project funding that qualify in the RHNA come from the Department of Housing and Urban Development and are listed in your appendices.</p> <p>There is no outreach to the City Departments involved in the Consolidated Plan funding including the Community Development Department, as Federal grant recipient.</p> <p>The City of Los Angeles is not under the authority of the California Public Utilities Commission CPUC which removes one layer of Local Planning Infrastructure oversight.</p> <p>Transportation Planning Agencies are usually not elected and not well known to the Public because of that factor.</p>	<p>Comment noted.</p>
<p>Circulation Element needs to be addressed as it involves: Transportation Routes, Terminals, Military, Utilities, Other Issues</p>	<p>Comment noted.</p>
<p>We see no plans for use of mailers in utility bills.</p> <p>We are also concerned that other areas in the MPO may be related by means of ownership. The Los Angeles Department of Water and Power and the Bureau of Sanitation own properties in other counties that are City of Los Angeles assets. The public is not kept informed, and usually have no voice in those areas outside the City limits.</p> <p>There should be some requirement of disclosure for Municipal owned property in other COG areas. Public notification and participation must be addressed in this areas in light of the Public Interest.</p>	<p>Comment noted.</p>

## SUMMARY MATRIX OF COMMENTS AND RESPONSES

COMMENTS – Hank Fung	SCAG RESPONSE
<p>Overall, I think that SCAG has been doing a better job at getting information to the public than past cycles, and at engaging all users, including bicyclists, pedestrians, and transit riders, in the participation of development of the RTP. This is evidenced by the large turnout to the RTP development meetings, despite the somewhat inconvenient times. SCAG provides a wealth of technical data through its RTP TAC agendas and attachments, FTIP documentation, etc. This should be commended as it allows the general public to get the same level of detail provided to member agency staff and elected officials. SCAG should be commended for continually improving accessibility to information to all individuals. However, there is still work to be done, particularly in attracting a more diverse set of citizens to the process.</p>	<p>SCAG is enhancing its outreach activities to reach a broader range of Interested Parties. SCAG’s Regional Affairs team, in implementing the Public Participation Plan, is working to identify and reach out to organizations and individuals representing diverse interests and backgrounds.</p>
<p>Some points that should be considered: To comply with Title VI, the benefits of the new RTP to all racial groups and by income level, and publicized. As part of surveys of the general public, SCAG should collect basic racial and income data to ensure that all viewpoints are represented and not those of particular socioeconomic backgrounds.</p>	<p>Comment noted and will be considered when developing SCAG surveys.</p>
<p>SCAG should also provide outreach to organizations such as the NAACP, League of Latin American Citizens, Native American tribes, etc. in addition to transportation related organizations. SCAG should continue to translate not just notices, but executive summaries, general public presentations, and fact sheets in Spanish. During this outreach, SCAG should accept comments from individuals at the meeting. If SCAG chooses not to accept verbal comments, due to transcription constraints, it must accept comments in writing at this outreach meetings, and consider them as valid as other comments submitted electronically or by mail. This was frustrating in the previous RTP cycle, where a SCAG representative visited the Southern California Transit Advocates and refused to take comments about the presentation or on the RTP. All individuals that provide outreach should have comment cards and accept those after the meeting, for inclusion in the record.</p>	<p>As part of its outreach for the Draft 2012 RTP/SCS, SCAG is conducting outreach to a wide variety of ethnic organizations representing a range of communities including Latino, Asian, and African American. SCAG will be translating the RTP Executive Summary and RTP Fact Sheets into Spanish, Chinese and Korean. Written comments are accepted at all SCAG meetings.</p>

## SUMMARY MATRIX OF COMMENTS AND RESPONSES

COMMENTS – Hank Fung	SCAG RESPONSE
<p>As part of development of the RTP, SCAG should monitor reading level of public-facing fact sheets. While it is understandable that agency reports may use a lot of planning jargon and complex language, public fact sheets and outreach documents should aim for the average reading level of the population. This will make the process more accessible to individuals with below average English proficiency, including immigrants and individuals with only a high school education, while avoiding the costs of necessary translation. Also a "Jargon File" with definitions of terms and abbreviations should be posted on the SCAG web site. The SCAG Acronyms and Agency Abbreviations <a href="http://www.scag.ca.gov/acronyms.htm">http://www.scag.ca.gov/acronyms.htm</a> is a good start but should be expanded with brief definitions for each term. This document should also be more accessible, and a list of common terms used in the RTP should be included as an appendix.</p>	<p>SCAG aims to make all of its public-facing information understandable to the general public.</p> <p>SCAG will add or link to definitions on the acronyms page on the website.</p> <p>A Glossary of Terms is typically included in the Regional Transportation Plan.</p>
<p>In addition to outreach via traditional means, one item not addressed in this Public Participation Plan is use of social media such as Twitter and Facebook. SCAG has a nascent social media program which is unmentioned in this Plan. SCAG should continue to use social media, such as Twitter, Facebook, and other emerging technologies, as well as streaming meetings and electronic town halls in the development of the RTP. Any meeting that is streamed to SCAG remote offices should also be streamed on the Internet to the public, which allows for transparency and greater access. These meetings should also be accessible following the conclusion of the meeting. Electronic town halls have been used to great effect in the High Desert Corridor and State Route 710 projects. SCAG should consider the use of electronic town halls for meetings, which increase accessibility and diversity of citizen participation, especially to families and those with long commutes.</p>	<p>SCAG has been using and will continue to use social media , in particular its Facebook and Twitter pages, as well as other technologies including video-conferencing and web-based meetings to enhance participation.</p>

## SUMMARY MATRIX OF COMMENTS AND RESPONSES

COMMENTS – Hank Fung	SCAG RESPONSE
<p>Public meetings should be held at different times, not just during the day. For meetings that attract both agency and public individuals, having them at the beginning or end of the work day may be a compromise that allows working members of the public to participate without taking significant time off work. Meetings should be held in transit accessible locations - consider the availability of transit after the meeting, for evening meetings. Bicycle parking should also be available, which it is at most public facilities.</p>	<p>Public meetings are held during the day as well as in the evenings and throughout the region to enhance access. Regional Council meetings are also streamed live on the Internet and are available for on-demand playback for access at times that are convenient to individual users.</p>
<p>As part of its foreign language outreach, SCAG translates items into Chinese. Currently SCAG uses Simplified Chinese, whereas historically the Chinese population in Southern California has read Traditional Chinese. SCAG should conduct an analysis to determine whether Simplified or Traditional Chinese is the appropriate writing style for the Southern California population. For example, the highest circulation Chinese newspapers in the Southern California region, such as the Sing Tao Daily and World Journal/Chinese Daily News, use Traditional Chinese. Seeing a Simplified Chinese ad in the newspaper can be very jarring. Using software the rate of Simplified to Traditional Chinese conversion is close to 98% but proofreading by a qualified reader from both variants should be done. Similarly SCAG conducts Chinese language outreach in Mandarin rather than Cantonese or other dialects. SCAG should also conduct an analysis to determine that Mandarin is the appropriate outreach to the Chinese American population. In addition, SCAG should set some criteria for which languages to outreach, in order to provide the maximum outreach to Low English Proficiency populations while reflecting the funds available. Other agency criteria, such as Federal Voting Rights Act, should be considered and other languages added, or deleted, as appropriate.</p>	<p>SCAG currently translates key material into Spanish, Chinese, and Korean. SCAG has used simplified Chinese based on previous feedback from the public. SCAG translated the Notice of Availability of the Draft 2012-2035 RTP/SCS into Armenian, traditional Chinese, Korean, Spanish, and Vietnamese. SCAG can conduct analysis in the future to determine which languages are most appropriate for translation to ensure the widest possible participation of limited English speakers within the SCAG region.</p>

## SUMMARY MATRIX OF COMMENTS AND RESPONSES

COMMENTS – Hank Fung	SCAG RESPONSE
<p>As part of the Federal Quadrennial Review process, SCAG stated that it would provide language translation and assistance to persons with disabilities if requested 14 days prior to the event. After discussions with Federal staff, SCAG subsequently modified that time frame to 72 hours. However, that modification is not reflected in this version of the Public Participation Plan. (Goal 5 still uses 14 days in advance for assistance for individuals with disabilities and limited English proficient persons - this is not compliant with the ADA and can be impossible if agenda items are not published until 3-5 days before the event.) In addition, a standard for languages to translate should be provided in order to reduce the costs of translating for obscure languages (i.e., Federal Voting Rights Act). Please publish the standard that SCAG uses for selecting languages to translate.</p>	<p>SCAG updated the timeframe to 72-hours in the Public Participation Plan Amendment #3 (pgs. 18-19), consistent with the timeframe for subject requests described in public meeting notices for the SCAG Regional Council, Executive/Administration Committee, and policy committees.</p>
<p>As part of the Public Participation Plan process, the comments of each individual should be summarized and responded to by SCAG staff. The previous amendment did not summarize the concerns of the public and SCAG's response.</p>	<p>Each comment received for the Public Participation Plan Amendment No. 3 is listed and responded to in this document.</p>
<p>Pursuant to SB 375, this is my request to receive notices, information, and updates regarding the RTP process.</p>	<p>Comment noted. Name and email that submitter provided to SCAG as part of this comment process was provided to appropriate SCAG staff handling RTP mailing lists.</p>

## SUMMARY MATRIX OF COMMENTS AND RESPONSES

COMMENTS – Jessica Meany	SCAG RESPONSE
<p>It has been tricky submitting written public comments to SCAG Regional Council, Policy, Task Force meetings. Can SCAG post online how to submit public comment letters and how the committee members receive those letters. i.e., do they get copies of letters get to committee members the day of the meeting?</p>	<p>Letters provided to staff for distribution to the Regional Council prior to their meetings are generally included in a Board information packet which is distributed to the Regional Council members, posted on SCAG’s website and placed in the meeting room during the Regional Council meeting. Letters received the day before the meeting or on the day of the Board meeting will be included in the meeting record. Persons with questions concerning how to submit public comment letters may write, e-mail or call the agency, and this information is available on SCAG’s website (<a href="http://www.scag.ca.gov/involved.htm">http://www.scag.ca.gov/involved.htm</a>).</p>
<p>Also, it would be helpful if the SCAG website provided email address for all Regional Council members so that stakeholders could determine who represents them and contact their SCAG Representatives with their input and concerns.</p>	<p>At this time, per Regional Council request, SCAG, on its website, provides telephone numbers only for Regional Council Members, which stakeholders may use to contact their SCAG representatives (<a href="http://www.scag.ca.gov/committees/rcdistricts.htm">http://www.scag.ca.gov/committees/rcdistricts.htm</a>)</p>
<p>SCAG does a great job reaching out to and working with elected officials and public agency staff, however I would like to encourage the public participation strategies to go further and engage interested stakeholders who may be community based organizations, community members and many others throughout the region that are interested in weighing in on Transportation Planning but are not an elected or public agency staffer. I would encourage SCAG to allocate more funds to create a more robust education and engagement program for outreach.</p>	<p>SCAG has been and will continue to reach out to community groups throughout the region to enhance its public outreach/education efforts.</p>
<p>I would also like to encourage SCAG to consider creating a public health stakeholders group, they have one in place in SANDAG and it is a very wonderful addition to planning conversations.</p>	<p>SCAG has invited public health advocates to its planning meetings, and staff has scheduled presentations to Policy Committees by public health stakeholders.</p>

## SUMMARY MATRIX OF COMMENTS AND RESPONSES

<b>COMMENTS – Miles Mitchell</b>	<b>SCAG RESPONSE</b>
<p>Thank you for the opportunity to review the draft Public Participation Plan. I took a quick look at the plan and was pleased to see that in at least three places the role of the Subregional Coordinators was mentioned. This is really what I focus on every time the Plan is revised. I am glad that the Plan continues to recognize the important role of the Subregional Coordinators.</p>	<p>Comment noted.</p>

## SUMMARY MATRIX OF COMMENTS AND RESPONSES

<b>COMMENTS – SCAG staff</b>	<b>SCAG RESPONSE</b>
Staff's intention to provide 45 days public comment period (which may be extended) is not reflected in the current SCAG Public Participation Plan (PPP), which provides that the <i>Draft RTP Update is released for 30-day public review</i> .	The proposed amendment #3 to the Public Participation Plan is revised to reflect that the Draft 2012-2035 RTP/SCS public review and comment period is at least 55-days (p. 19).

**This Page Intentionally Left Blank**

**AGENDA ITEM NO. 13**

**NO. 533**  
**SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS**  
**REGIONAL COUNCIL**  
**MINUTES OF THE MEETING**  
**NOVEMBER 3, 2011**

**THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE REGIONAL COUNCIL. AN AUDIO RECORDING OF THE ACTUAL MEETING IS AVAILABLE FOR LISTENING IN THE OFFICE OF REGIONAL COUNCIL SUPPORT.**

The Regional Council (RC) of the Southern California Association of Governments (SCAG) held its meeting at the SCAG Los Angeles Office. The meeting was called to order by President Pam O’Connor, Santa Monica, District 41. There was a quorum.

**Members Present**

Hon. Pam O’Connor, President	<i>Santa Monica</i>	District 41
Hon. Glen Becerra, 1 <sup>st</sup> Vice-President	<i>Simi Valley</i>	District 46
Hon. Greg Pettis, 2 <sup>nd</sup> Vice President	<i>Cathedral City</i>	District 2
Hon. Larry McCallon, Immediate Past President	<i>Highland</i>	District 7
Hon. Jack Terrazas		Imperial County
Hon. Michael Antonovich		Los Angeles County
Hon. Shawn Nelson		Orange County
Hon. John J. Benoit		Riverside County
Hon. Gary Ovitt		San Bernardino County
Hon. Linda Parks		Ventura County
Hon. Brad Mitzelfelt	<i>San Bernardino County</i>	SANBAG
Hon. Mary Craton	<i>Canyon Lake</i>	RCTC
Hon. Cheryl Viegas-Walker	<i>El Centro</i>	District 1
Hon. Jim Hyatt	<i>Calimesa</i>	District 3
Hon. Ronald Loveridge	<i>Riverside</i>	District 4
Hon. Ronald Roberts	<i>Temecula</i>	District 5
Hon. Jon Harrison	<i>Redlands</i>	District 6
Hon. Deborah Robertson	<i>Rialto</i>	District 8
Hon. Paul Eaton	<i>Montclair</i>	District 9
Hon. Paul Glaab	<i>Laguna Niguel</i>	District 12
Hon. Glenn Duncan	<i>Chino</i>	District 10
Hon. Bill Jahn	<i>Big Bear Lake</i>	District 11
Hon. Joel Lautenschleger	<i>Laguna Hills</i>	District 13
Hon. Sukhee Kang	<i>Irvine</i>	District 14
Hon. Michele Martinez	<i>Santa Ana</i>	District 16
Hon. John Nielsen	<i>Tustin</i>	District 17
Hon. Kris Murray	<i>Anaheim</i>	District 19
Hon. Sharon Quirk-Silva	<i>Fullerton</i>	District 21
Hon. Brett Murdock	<i>Brea</i>	District 22
Hon. Bruce Barrows	<i>Cerritos</i>	District 23
Hon. Gene Daniels	<i>Paramount</i>	District 24
Hon. David Gafin	<i>Downey</i>	District 25
Hon. Lillie Dobson	<i>Compton</i>	District 26

**Members Present - continued**

Hon. Frank Gurulé	<i>Cudahy</i>	District 27
Hon. Judy Dunlap	<i>Inglewood</i>	District 28
Hon. Steven Neal	<i>Long Beach</i>	District 29
Hon. James Johnson	<i>Long Beach</i>	District 30
Hon. Stan Carroll	<i>La Habra Heights</i>	District 31
Hon. Margaret Clark	<i>Rosemead</i>	District 32
Hon. Keith Hanks	<i>Azusa</i>	District 33
Hon. Barbara Messina	<i>Alhambra</i>	District 34
Hon. Margaret E. Finlay	<i>Duarte</i>	District 35
Hon. Donald Voss	<i>La Cañada/Flintridge</i>	District 36
Hon. Carol Herrera	<i>Diamond Bar</i>	District 37
Hon. Paula Lantz	<i>Pomona</i>	District 38
Hon. James Gazeley	<i>Lomita</i>	District 39
Hon. Judy Mitchell	<i>Rolling Hills Estates</i>	District 40
Hon. Frank Quintero	<i>Glendale</i>	District 42
Hon. Steven Hofbauer	<i>Palmdale</i>	District 43
Hon. Mark Rutherford	<i>Westlake Village</i>	District 44
Hon. Bryan MacDonald	<i>Oxnard</i>	District 45
Hon. Carl Morehouse	<i>Ventura</i>	District 47
Hon. Ed P. Reyes	<i>Los Angeles</i>	District 48
Hon. Dennis Zine	<i>Los Angeles</i>	District 50
Hon. Paul Koretz	<i>Los Angeles</i>	District 52
Hon. Bernard Parks	<i>Los Angeles</i>	District 55
Hon. Mitch Englander	<i>Los Angeles</i>	District 59
Hon. Matthew Harper	<i>Huntington Beach</i>	District 64
Hon. Ginger Coleman	<i>Town of Apple Valley</i>	District 65
Hon. Lupe Ramos Watson	<i>Indio</i>	District 66
Hon. Lisa Bartlett	<i>Dana Point</i>	TCA
Mr. Randall Lewis		Lewis Operating Group

**Members Not Present**

Hon. Don Hansen	<i>Huntington Beach</i>	OCTA
Hon. Keith Millhouse	<i>Moorpark</i>	VCTC
Hon. Leslie Daigle	<i>Newport Beach</i>	District 15
Hon. Leroy Mills	<i>Cypress</i>	District 18
Hon. Andy Quach	<i>Westminster</i>	District 20
Hon. Paul Krekorian	<i>Los Angeles</i>	District 49
Hon. Tom LaBonge	<i>Los Angeles</i>	District 51
Hon. Tony Cárdenas	<i>Los Angeles</i>	District 53
Hon. Richard Alarcón	<i>Los Angeles</i>	District 54
Hon. Jan Perry	<i>Los Angeles</i>	District 56
Hon. Herb Wesson, Jr.	<i>Los Angeles</i>	District 57
Hon. Bill Rosendahl	<i>Los Angeles</i>	District 58
Hon. Eric Garcetti	<i>Los Angeles</i>	District 60
Hon. José Huizar	<i>Los Angeles</i>	District 61
Hon. Darcy Kuenzi	<i>Menifee</i>	District 63
Hon. Mario F. Hernandez	<i>San Fernando</i>	District 67
Hon. Mark Calac		Pechanga Band of Luiseño Indians

**Staff Present**

Hasan Ikhata, Executive Director

Joann Africa, Chief Counsel

Sharon Neely, Deputy Executive Director, Policy, Strategy & Public Affairs

Debbie Dillon, Deputy Executive Director, Administration

Douglas Williford, Deputy Executive Director, Planning and Programs

Huasha Liu, Director of Land Use & Environmental Planning

Rich Macias, Director of Transportation Planning

Sylvia Patsouras, Interim Director of Regional Services and Public Affairs

Deby Salcido, Officer to the Regional Council

Tess Rey-Chaput, Office of Regional Council Support

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

President Pam O'Connor, Santa Monica, District 41, called the meeting to order at 10:00 a.m. First Vice-President Glen Becerra, Simi Valley, District 46, led the Pledge of Allegiance.

**PUBLIC COMMENT PERIOD**

There was no public comment received.

**PRESIDENT'S REPORT****1. New Committee Appointments**

President Pam O'Connor reported that there are no new appointments.

President Pam O'Connor announced that the "*Transportation, Sustainability and Economic Recovery*" Summit in conjunction with the Regional Council meeting to release the Draft 2012 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS), is scheduled for December 1, 2011 at the Wilshire Grand Hotel, Los Angeles. Business, agency and state leaders, and other key stakeholders have been invited to attend the event.

**EXECUTIVE DIRECTOR'S REPORT**

*(Hasan Ikhata, Executive Director)*

Hasan Ikhata, Executive Director, stated that the Regional Councilmembers will continue discussion regarding the Draft 2012 RTP/SCS at today's Regional Council and Policy Committees Joint Meeting, prior to entertaining a motion to recommend that the Regional Council release the document on December 1, 2011 for public review. Mr. Ikhata reported that he had met with several Councilmembers and had listened to their common concerns regarding the region's ailing infrastructure and the challenges to seek resources to fund the system. He noted that the Councilmembers are tasked with making an important decision regarding the Draft 2012 RTP/SCS, assuring that it meets state and federal requirements. Lastly, Mr. Ikhata thanked the RTP and HSR Subcommittees and SCAG staff for their efforts in presenting information to the Councilmembers.

**COMMITTEE REPORTS/ACTION ITEMS****Executive/Administration Committee (EAC) Report**

*(Hon. Pam O'Connor, Chair)*

**Community, Economic and Human Development Committee (CEHD) Report***(Hon. Bill Jahn, Chair)***Regional Housing Needs Assessment (RHNA) Subcommittee Report***(Hon. Bill Jahn, Chair)*

## 2. Final RHNA Allocation Methodology

A motion was made (Jahn) to approve the Final RHNA Allocation Methodology. Motion was seconded (Lantz) and UNANIMOUSLY approved.

Councilmember Bruce Barrows, Cerritos, District 23, asked why the “replacement need” number is added on the RHNA numbers as indicated on page 15 of the sample slide of the report. Ms. Huasha Liu, Director of Land Use & Environmental Planning, explained that as part of the methodology and HCD’s regional housing need determination, the replacement need is part of the projected future planning needs. Hasan Ikhata, Executive Director, provided further clarification that in regard to replacement of housing needs, SCAG used historical demolition data provided by the Department of Finance and surveyed its local jurisdictions on replacement units and that similar to the excess vacancy credit, the regional replacement need was determined on a regional level by HCD and will be allocated according to the jurisdiction’s share of the regional replacement housing need. He also thanked the RHNA Subcommittee and CEHD Committee members, including the HCD staff for their efforts and partnership in this process. President Pam O’Connor echoed Mr. Ikhata’s acknowledgment of the collaborative effort between the Committees and HCD. Similarly, Councilmember Paula Lantz, Pomona, District 38, expressed appreciation to SCAG staff for their efforts and the CEHD Committee members for their leadership.

Prior to taking the vote, Joann Africa, Chief Counsel, confirmed that the Regional Council members had received a copy of the Supplemental Staff Report related to the Final Regional Housing Needs Assessment (RHNA) Allocation Methodology. This report addressed the additional comments received by SCAG by the deadline of October 31, 2011.

**Energy and Environment Committee (EEC) Report***(Hon. Margaret Clark, Chair)*

Councilmember Margaret Clark, Rosemead, District 12, EEC Chair, stated that there is nothing to report at this time.

**Transportation Committee (TC) Report***(Hon. Paul Glaab, Chair)*

Councilmember Paul Glaab, Laguna Beach, District 32, TC Chair, thanked RTP Subcommittee Chair, Alan Wapner and HSR Subcommittee Chair, Keith Millhouse for their leadership of these Ad Hoc Committees.

**Legislative/Communications and Membership Committee (LCMC) Report***(Hon. Judy Mitchell, Chair)*

Councilmember Judy Mitchell, Rolling Hills Estates, District 40, LCMC Chair, reported that the State and Federal Legislative Update had been provided to the councilmembers and emphasized three (3) items on the report relating to: (1) the recently-passed state budget that included a series of reductions to automatically trigger in December if revenues fall below certain expected levels which appears may

happen; (2) the Senate release of a two-year federal Transportation Reauthorization Bill is expected for mark-up on November 9, 2011; and (3) favorable news regarding federal funding partnership for the freight mobility program long sought by the Regional Council on behalf of Southern California.

### **CONSENT CALENDAR**

A motion was made (McCallon) to approve the Consent Calendar. Motion was SECONDED (Lantz) and passed by a MAJORITY VOTE with one (1) objection (Pettis) for Item No. 5.

### **Action Items**

3. Minutes of the October 6, 2011 Meeting
4. SCAG Sponsorship of Annual Events: 1) Los Angeles County Business Federation (\$25,000); 2) California Transit Foundation Transportation Education Symposium (\$1,200)
5. Development of a 'Local Control' Approach to Amtrak Pacific Surfliner Services on the Los Angeles – San Diego – San Luis Obispo (LOSSAN) Rail Corridor
6. Amended Memorandum of Understanding (MOU) regarding the Southern California Inland Corridor Group (SoCal ICG)
7. 2012 Proposed Regional Council and Policy Committee Meeting Schedule

### **Receive and File**

8. Contracts/Purchase Orders and/or Amendments Between \$5,000 - \$200,000
9. November 2011 State and Federal Legislative Update

### **INFORMATION ITEM**

10. CFO Monthly Report

A written report was received. Councilmember Cheryl Viegas-Walker, Audit Committee member, provided an update of the external auditors' preliminary draft of their financial audit report and a full report will be provided to the Regional Council at the January 5, 2012 meeting.

### **FUTURE AGENDA ITEMS**

No future agenda items were requested.

### **ADJOURNMENT**

There being no further business, the Regional Council meeting adjourned at 10:27 a.m. to the Joint Regional Council and Policy Committees meeting scheduled at 10:30 a.m. in the SCAG Board Room.



Deby Salcido, Officer to the Regional Council

**This Page Intentionally Left Blank**

**AGENDA ITEM NO. 14**

**NO. 534**  
**SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS**  
**REGIONAL COUNCIL**  
**MINUTES OF THE MEETING**  
**DECEMBER 1, 2011**

**THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE REGIONAL COUNCIL. AN AUDIO RECORDING OF THE ACTUAL MEETING IS AVAILABLE FOR LISTENING IN THE OFFICE OF REGIONAL COUNCIL SUPPORT.**

The Regional Council (RC) of the Southern California Association of Governments (SCAG) held its meeting at the Wilshire Grand Hotel, 930 Wilshire Boulevard, Pacific Ballroom, Los Angeles, CA 90017. The meeting was called to order by President Pam O’Connor, Santa Monica, District 41, at approximately 12:35 p.m. There was a quorum.

**Members Present**

Hon. Pam O’Connor, President	<i>Santa Monica</i>	District 41
Hon. Glen Becerra, 1 <sup>st</sup> Vice-President	<i>Simi Valley</i>	District 46
Hon. Larry McCallon, Immediate Past President	<i>Highland</i>	District 7
Hon. Jack Terrazas		Imperial County
Hon. Michael Antonovich		Los Angeles County
Hon. Shawn Nelson		Orange County
Hon. John J. Benoit		Riverside County
Hon. Gary Ovitt		San Bernardino County
Hon. Mary Craton	<i>Canyon Lake</i>	RCTC
Hon. Brad Mitzelfelt	<i>San Bernardino County</i>	SANBAG
Hon. Keith Millhouse	<i>Moorpark</i>	VCTC
Hon. Jim Hyatt	<i>Calimesa</i>	District 3
Hon. Ronald Roberts	<i>Temecula</i>	District 5
Hon. Jon Harrison	<i>Redlands</i>	District 6
Hon. Deborah Robertson	<i>Rialto</i>	District 8
Hon. Glenn Duncan	<i>Chino</i>	District 10
Hon. Paul Glaab	<i>Laguna Niguel</i>	District 12
Hon. Joel Lautenschleger	<i>Laguna Hills</i>	District 13
Hon. Sukhee Kang	<i>Irvine</i>	District 14
Hon. Michele Martinez	<i>Santa Ana</i>	District 16
Hon. Leroy Mills	<i>Cypress</i>	District 18
Hon. Kris Murray	<i>Anaheim</i>	District 19
Hon. Sharon Quirk-Silva	<i>Fullerton</i>	District 21
Hon. Brett Murdock	<i>Brea</i>	District 22
Hon. Bruce Barrows	<i>Cerritos</i>	District 23
Hon. Gene Daniels	<i>Paramount</i>	District 24
Hon. David Gafin	<i>Downey</i>	District 25
Hon. Lillie Dobson	<i>Compton</i>	District 26
Hon. Frank Gurulé	<i>Cudahy</i>	District 27
Hon. Judy Dunlap	<i>Inglewood</i>	District 28
Hon. Steven Neal	<i>Long Beach</i>	District 29
Hon. James Johnson	<i>Long Beach</i>	District 30
Hon. Stan Carroll	<i>La Habra Heights</i>	District 31
Hon. Margaret Clark	<i>Rosemead</i>	District 32

**Members Present - continued**

Hon. Keith Hanks	<i>Azusa</i>	District 33
Hon. Barbara Messina	<i>Alhambra</i>	District 34
Hon. Margaret E. Finlay	<i>Duarte</i>	District 35
Hon. Donald Voss	<i>La Cañada/Flintridge</i>	District 36
Hon. Carol Herrera	<i>Diamond Bar</i>	District 37
Hon. Paula Lantz	<i>Pomona</i>	District 38
Hon. James Gazeley	<i>Lomita</i>	District 39
Hon. Judy Mitchell	<i>Rolling Hills Estates</i>	District 40
Hon. Frank Quintero	<i>Glendale</i>	District 42
Hon. Steven Hofbauer	<i>Palmdale</i>	District 43
Hon. Bryan A. MacDonald	<i>Oxnard</i>	District 45
Hon. Ed P. Reyes	<i>Los Angeles</i>	District 48
Hon. Dennis Zine	<i>Los Angeles</i>	District 50
Hon. Mitchell Englander	<i>Los Angeles</i>	District 59
Hon. Darcy Kuenzi	<i>Menifee</i>	District 63
Hon. Matthew Harper	<i>Huntington Beach</i>	District 64
Hon. Ginger Coleman	<i>Town of Apple Valley</i>	District 65
Hon. Lupe Ramos Watson	<i>Indio</i>	District 66
Mr. Randall Lewis, Ex-Officio		Lewis Operating Group

**Members Not Present**

Hon. Greg Pettis, 2 <sup>nd</sup> Vice-President	<i>Cathedral City</i>	District 2
Hon. Don Hansen	<i>Huntington Beach</i>	OCTA
Hon. Linda Parks		Ventura County
Hon. Cheryl Viegas-Walker	<i>El Centro</i>	District 1
Hon. Ronald Loveridge	<i>Riverside</i>	District 4
Hon. Paul Eaton	<i>Montclair</i>	District 9
Hon. Bill Jahn	<i>Big Bear Lake</i>	District 11
Hon. Leslie Daigle	<i>Newport Beach</i>	District 15
Hon. John Nielsen	<i>Tustin</i>	District 17
Hon. Andy Quach	<i>Westminster</i>	District 20
Hon. Mark Rutherford	<i>Westlake Village</i>	District 44
Hon. Carl Morehouse	<i>Ventura</i>	District 47
Hon. Paul Krekorian	<i>Los Angeles</i>	District 49
Hon. Tom LaBonge	<i>Los Angeles</i>	District 51
Hon. Paul Koretz	<i>Los Angeles</i>	District 52
Hon. Tony Cárdenas	<i>Los Angeles</i>	District 53
Hon. Richard Alarcón	<i>Los Angeles</i>	District 54
Hon. Bernard Parks	<i>Los Angeles</i>	District 55
Hon. Jan Perry	<i>Los Angeles</i>	District 56
Hon. Herb Wesson, Jr.	<i>Los Angeles</i>	District 57
Hon. Bill Rosendahl	<i>Los Angeles</i>	District 58
Hon. Eric Garcetti	<i>Los Angeles</i>	District 60
Hon. José Huizar	<i>Los Angeles</i>	District 61
Hon. Mario F. Hernandez	<i>San Fernando</i>	District 67
Hon. Lisa Bartlett	<i>Dana Point</i>	TCA
Hon. Mark Calac		Pechanga Band of Luiseño Indians

**Staff Present**

Hasan Ikhata, Executive Director  
Joann Africa, Chief Counsel  
Sharon Neely, Deputy Executive Director, Policy, Strategy & Public Affairs  
Debbie Dillon, Deputy Executive Director, Administration  
Douglas Williford, Deputy Executive Director, Planning and Programs  
Wayne Moore, Chief Financial Officer  
Huasha Liu, Director of Land Use & Environmental Planning  
Rich Macias, Director of Transportation Planning  
Sylvia Patsaouras, Interim Director of Regional Services and Public Affairs  
Deby Salcido, Officer to the Regional Council  
Tess Rey-Chaput, Office of Regional Council Support

**PUBLIC COMMENT PERIOD**

Joann Africa, Chief Counsel, reported that the Energy and Environment Committee approved the Proposed Natural Lands Acquisition and Open Space Conservation Strategy to be included in the Draft 2012 Regional Transportation Plan and Sustainable Communities Strategy (RTP/SCS). Since the posting of the Regional Council Agenda last week, Ms. Africa reported that 23 comments/letters were received stating support of including the Conservation Strategy in the Draft 2012 RTP/SCS. Ms. Africa stated that the support letters from the following organizations will all be included in the RC Board Information Packet: Orange County Council of Governments; Orange County Interfaith Coalition for the Environment; Canyon Land Conservation Fund; The Nature Conservancy; Daniel Johnson, Newport Beach Citizen; Friends of Harbors, Beaches and Parks; Sierra Club, Puente-Chino Hills Task Force; Saddleback Canyons Conservancy; Orange County Business Council; Hills For Everyone; Transportation Corridor Agencies Vice-Chair Lisa Bartlett; City of Brea; Santa Ana Mountains Task Force; Banning Ranch Conservancy; California Native Plant Society, San Bernardino Chapter; Friends of Blue Mountain; Endangered Habitats League, Dr. Dan Silver; Sea & Sage Audubon Society; California Native Plant Society, Los Angeles Chapter; California Native Plant Society, Orange County Chapter; California Cultural Resource Preservation Alliance, Inc.; Orange County Supervisor Patricia Bates; and from various members of the conservation community.

In addition, Ms. Africa announced that a letter was received from the San Gabriel Valley Economic Partnership (SGVEP) that stated compliments SCAG's leadership but requested additional outreach to the San Gabriel Valley communities, specifically regarding the proposed East-West Freight Corridor in the RTP.

President Pam O'Connor opened the Public Comment Period.

Terry Roberts, Area Director, American Lung Association of California (ALAC), thanked SCAG for its efforts and encouraged SCAG to join ALAC as a healthy-growth supporter to develop healthier communities and region.

Melanie Schlotterbeck, Vice-Chair, Orange County Transportation Authority (OCTA), Environmental Oversight Committee and Representative on Environmental Coalition in Support of Renewed Measure M, thanked the Energy and Environment Committee (EEC) for recommending the Natural Lands Acquisition and Open Space Conservation Strategy be included in the Draft 2012 Regional Transportation Plan and Sustainable Communities Strategy (RTP/SCS). Ms. Schlotterbeck stated that SCAG, along with Orange and San Diego Counties, adopted an advanced mitigation program strategy. She also reported that OCTA's Mitigation and Resource Protection Program provides for allocation of at

least five percent of the total Renewed Measure M (M2) freeway budget for comprehensive environmental mitigation for the impacts from freeway improvements.

David Liu, Public Works Director, City of Diamond Bar, stated that the City of Diamond Bar opposes SCAG staff's recommendation that the proposed East-West Freight Corridor be narrowed from a 60-mile wide alignment alternative analysis to a 5-mile wide alternative analysis and limited to the areas adjacent to the SR-60 and the Union Pacific Railroad alignment. Mr. Liu reported that the Los Angeles County of Public Works responded that the segment of the San Jose Creek Corridor of the proposed East-West Freight Corridor presents conflicts with the current vision for use of the Los Angeles County Flood Control District right-of-way. Mr. Liu stated that the City of Diamond Bar recommends that an expanded network is the only solution to the region's needs rather than a single corridor that may place an entire burden on a few corridors of adjacent cities.

President Pam O'Connor closed the Public Comment Period.

Immediate Past President Larry McCallon, Highland, District 7, thanked President Pam O'Connor; Executive Director, Hasan Ikhata; and Councilmember Alan Wapner, RTP Subcommittee Chair, for their leadership. Councilmember McCallon also recognized SCAG staff for their efforts in developing the Draft 2012 RTP/SCS and how the Plan will help create jobs while having a sustainable community. He also commented regarding the development of an economic recovery and job creation strategy.

Councilmember Keith Hanks, Azusa, District 33, stated support of the maintenance and operation goals of the RTP. He thanked First Vice-President Glen Becerra for his thoughts as the Plan calls for a bold national initiative to recommend implementation of a Vehicle Miles Traveled (VMT) user fee tax. Lastly, Councilmember Hanks stated support in releasing the Draft 2012 RTP/SCS.

### **ACTION ITEM**

1. Release of the Draft 2012 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS)

A motion was made (McCallon) to approve the recommendation made jointly by SCAG's three (3) Policy Committees to release the Draft 2012 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) for public review and comment, and in memory of the late Jack Kyser. Motion was SECONDED (Millhouse) and was UNANIMOUSLY approved. President O'Connor noted that the Draft 2012 RTP/SCS would be officially released later this month pending the completion of the technical appendices related to the RTP/SCS.

### **ADJOURNMENT**

There being no further business, the Regional Council meeting adjourned at 1:16 p.m. in memory of: City of La Quinta Councilmember Stanley Sniff; Former La Quinta City Manager Thomas Genovese; and City of Lake Forest Former Mayor and SCAG Past Regional Councilmember and President (1992 – 2010) Richard Dixon. City of Lake Forest Mayor Peter Herzog announced that a memorial service for Former Mayor Dixon is scheduled on Friday, December 9, 2011, followed by internment services at El Toro Cemetery in Lake Forest, California.



Deby Salcido, Officer to the Regional Council

**DATE:** January 5, 2012

**TO:** Executive/Administration Committee (EAC)  
Regional Council (RC)

**FROM:** Sharon A. Neely, Deputy Executive Director, Strategy, Policy and Public Affairs,  
[neely@scag.ca.gov](mailto:neely@scag.ca.gov), (213)-236-1992

**SUBJECT:** SCAG Sponsorship of Annual Events and Membership: 1. 2011-2012 Coalition for America's Gateways and Trade Corridors (\$6,500); 2. The Southern California Leadership Council (\$20,000); 3. Building Industry Association of Southern California Annual Installation & Awards Night (\$1,000); 4. ULI Orange County/Inland Empire Retrofitting TOD in Suburbia: Solutions for Orange County & Inland Empire (\$250); and 5. West Coast Corridor Coalition (\$500)

**EXECUTIVE DIRECTOR'S APPROVAL:** 

---

**RECOMMENDED ACTION:**  
Approve.

**EXECUTIVE SUMMARY:**  
*The Legislative/Communications & Membership Committee (LCMC) met on November 15, 2011 and recommended approval up to \$26,500 for the membership of the 2011-2012 Coalition for America's Gateways and Trade Corridor \$6,500 and \$20,000 for FY 2012 membership to the Southern California Leadership Council. The LCMC met on December 20, 2011 and recommended approval of up to \$1,000 sponsorship of the Building Industry Association of Southern California Annual Installation & Awards Night; \$250 sponsorship to the ULI Orange County/Inland Empire Retrofitting TOD in Suburbia: Solutions for Orange County & Inland Empire; and \$500 membership to the West Coast Corridor Coalition.*

**STRATEGIC PLAN:**  
This item supports SCAG's Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies.

**BACKGROUND:**

**Coalition for America's Gateways and Trade Corridors (CAGTC)**  
CAGTC works with and through its members to raise public recognition and Congressional awareness of U.S. freight needs to promote sufficient funding in federal legislation for trade corridors, gateways, intermodal connectors and freight facilities. CAGTC is comprised of over sixty (60) representative organizations, including state DOTs, MPOs, ports, engineering firms, and freight corridors who work to improve national freight policy. As a CAGTC member, SCAG will have the opportunity to participate in various policy and planning committees in order to help shape national freight and goods movement policy and legislation with the organization. The annual membership is \$6,500.

## **The Southern California Leadership Council (SCLC) and The Center Economic Development**

Established in 2005, the SCLC is comprised of business and community leaders from throughout the seven (7) counties of Southern California, including four (4) former California Governors. SCLC funds, prioritizes, and approves several major initiatives each year. The SCLC is comprised of key Southern California leaders to solve public policy issues such as economic vitality, resources (energy, water and environment), and transportation (goods and people) that are critical to SCAG and the region's economic vitality and quality of life. The annual membership is \$20,000.

## **Building Industry Association of Southern California (BIA)**

The BIA Baldy View Chapter presented the industry's Good Government Awards at a December 8, 2011 Installation Dinner at the Pomona Valley Mining Company. BIA presented Highland Mayor and SCAG Past President Larry McCallon with a Good Government Award for his distinguished service as SCAG Past President and for the noteworthy release of the Southern California Economic Recovery & Job Creation Strategy this past year. The \$1,000 Program Sponsorship entitled SCAG to eight (8) tickets with preferred seating, SCAG logo on the program title page, and a full page ad in the program.

## **Urban Land Institute Orange County/Inland Empire**

The Urban Land Institute (ULI) Orange County/Inland Empire "Retrofitting TOD in Suburbia" Conference will be held on Thursday, January 19, 2012 (7:30p.m. – 12:00p.m.) at the Embassy Suites Ontario Airport. This event is designed to help agencies, cities, planners and developers understand how the communities in this region will plan for and around transit in the suburbs. SCAG and the ULI Orange County/Inland Empire Chapter were members of the SCAG Housing and Urban Development Grant Sustainability Consortium. The \$250 sponsorship, which is available to the public sector only, entitles SCAG to be listed on the website and all promotional materials, event signage, exhibitor tabletop at the event, and two (2) event tickets.

## **West Coast Corridor Coalition (WCCC)**

At its last meeting, the WCCC Board agreed to an annual \$500 assessment per organization to allow the Coalition to continue its work and to pursue additional resources. With these funds, the Coalition will continue to focus on supporting improvements to the freight movement system in a clean, green and smart manner. Membership in the Coalition supports the effort to coordinate activities beyond individual agency's borders to improve the transportation system. The WCCC was launched in November 2001 by transportation policy leaders in California, Oregon, Washington and Alaska to address the challenge of goods movement in the Pacific states.

## **FISCAL IMPACT:**

Up to \$28,250 (These funds are included in the approved 2012 budget).

## **ATTACHMENT:**

None.

**DATE:** January 5, 2012

**TO:** Executive /Administration Committee (EAC)  
Regional Council (RC)

**FROM:** Wayne Moore, Chief Financial Officer, (213) 236-1804, [moore@scag.ca.gov](mailto:moore@scag.ca.gov)

**SUBJECT:** Amendments \$75,000 or Greater: Contract 10-026-C1, Alternative Analysis of the Pacific Electric Right-of-Way(PE ROW)/West Santa Ana Branch Corridor

**EXECUTIVE DIRECTOR'S APPROVAL:** 

---

**RECOMMENDED ACTION:**

Approve Amendment No. 7 to Contract 10-026-C1 with AECOM, in an amount not-to-exceed \$50,000:

**EXECUTIVE SUMMARY:**

*Amendment No. 7 to contract 10-026-C1 will allow AECOM to extend review of the Alternatives Analysis study's final screening analysis being evaluated on the Pacific Electric Right-of-Way (PE ROW)/West Santa Ana Branch Corridor. This amendment and a prior amendment (No. 4) in aggregate exceeds \$75,000. Therefore, in accordance with the SCAG Procurement Manual Section 1.4.5, dated 12/09/09, version 10, it requires the Regional Council's approval.*

**STRATEGIC PLAN:**

This item supports SCAG's Strategic Plan Goal 1: Improve Regional Decision Making By Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Create and Facilitate a Collaborative and Cooperative Environment to Produce Forward Thinking Regional Plans.

**BACKGROUND:**

**Staff recommends amending the following contracts:**

<u>Consultant/Contract #</u>	<u>Amendment's Purpose</u>	<u>Amount</u>
1. AECOM (10-026-C1)	Amendment No. 7 adds funding to enable AECOM to extend it review of the Alternatives Analysis study's final screening analysis and draft study findings, and provide an added round of key stakeholder agency review and input.	\$50,000

**FISCAL IMPACT:**

Funding is available for each contract in the FY 2011/12 budget.

**ATTACHMENT:**

Consultant Contract 10-026-C1

**CONTRACT NO. 10-026-C1 AMENDMENT 7**

**Consultant:** AECOM

**Background & Scope-of-Work:** In February 2010, SCAG awarded Contract No. 10-026-C1 to AECOM to conduct an Alternatives Analysis (AA), consistent with Federal Transit Administration (FTA) guidelines, to identify a locally preferred strategy for transit service utilizing the Pacific Electric Right-of-Way (PE ROW)/West Santa Ana Branch Corridor. AECOM is evaluating different transit options in the corridor, including bus rapid transit, street car, light rail transit, and low speed maglev service. In addition to working with the study’s advisory committees, SCAG has been coordinating the AA study with several key stakeholder agencies, including the two agencies that own the PE ROW—the Los Angeles County Metropolitan Transportation Authority (Metro) and the Orange County Transportation Authority (OCTA)—and the Orangeline Development Authority (OLDA).

The purpose of this amendment is to provide for an extended review of the AA study’s final screening analysis and draft study findings, reflecting an added round of key stakeholder agency review and input. Given the complexity of the corridor, with multiple technology options and multiple alignment options, the extended review and refinement of the draft study findings before developing the final study report will help to facilitate consensus on study recommendations. The work provided in this amendment includes added agency coordination meetings, briefings and advisory committee meetings, as well as added technical work necessary to refine estimates of potential project benefits and costs, ridership estimates, financial analysis and revisions to the draft AA report.

**Strategic Plan:** This item supports SCAG’s Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a) Create and Facilitate a Collaborative and Cooperative Environment to Produce Forward Thinking Regional Plans.

**Project’s Benefits & Key Deliverables:** The goal of this study is to identify a locally preferred strategy for transportation improvements along the PE ROW connecting Los Angeles and Orange Counties. The study will help define the scope of the project for the Regional Transportation Plan (RTP). Key deliverables include but are not limited to: A comparative assessment of different transportation options for the corridor, including mobility benefits, environmental assessment, public input, and cost analysis; as well as a locally preferred strategy technical report.

<b>Amendment Amount:</b>	Amendment 7	\$50,000
	Amendment 6	(\$3,000)
	Amendment 5 (administrative - no change to contract’s value)	\$0
	Amendment 4	\$97,500
	Amendment 3 (administrative - no change to contract’s value)	\$0
	Amendment 2 (administrative - no change to contract’s value)	\$0
	Amendment 1 (administrative - no change to contract’s value)	\$0
	Original contract value	<u>\$1,779,659</u>
	<b>Total contract value is not-to-exceed</b>	<b>\$1,924,159</b>

This amendment and a prior amendment (No. 4) in aggregate exceeds \$75,000 and therefore in accordance with the SCAG Procurement Manual Section 1.4.5, dated 12/09/09, version 10, it requires approval.

**Contract Period:** February 2, 2010 through April 30, 2012

**Work Element:** 10-140.SCG01003 - \$1,779,659 (Funding sources: FHWA and TDA)  
11-140.SCG01003 - \$97,500 (Funding sources: FHWA and TDA)  
12-140.SCG01003 - \$50,000 (Funding sources: FHWA and TDA)

**Basis for Selection:** AECOM has been performing the technical analysis under the contract and has gained tremendous experience and familiarity with the required tasks and with the corridor stakeholders.

This amendment responds to key stakeholder agency requests that SCAG provide extended time for review of draft study findings and response to agency comments. This amendment will provide for extended stakeholder review and coordination and additional refinement of the study findings. AECOM will build upon the relationships it has established and the technical work it has completed to date to further refine the final screening analysis based upon key stakeholder review, and to facilitate consensus on a locally preferred strategy.

The corridor under study is identified as a project in the adopted 2008 RTP and the Draft 2012-2035 RTP, and this amendment supports the overall RTP goals for implementation of transportation improvements for mobility and air quality.

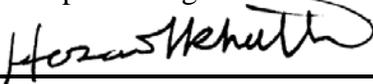
**This Page Intentionally Left Blank**

**DATE:** January 5, 2012

**TO:** Executive/Administration Committee (EAC)  
Regional Council (RC)

**FROM:** Debbie Dillon, Deputy Executive Director, Administration, 213-236-1870,  
[dillon@scag.ca.gov](mailto:dillon@scag.ca.gov)

**SUBJECT:** Extension of iPad® Pilot Program/Paperless Agendas to Full Regional Council

**EXECUTIVE DIRECTOR'S APPROVAL:** 

---

**RECOMMENDED ACTION:**

Staff recommends authorizing the Executive Director, or his designee, to extend the Apple iPad® Pilot program for up to another thirteen (13) volunteers to further evaluate paperless agenda distribution to the full Regional Council.

**EXECUTIVE SUMMARY:**

*Aligned with SCAG's values of being an organization with sustainable business practices, SCAG President, Hon. Pam O'Connor, directed staff to implement a pilot paperless agenda distribution program for eleven (11) Regional Council members starting in September 2011. The first eight (8) users have been testing the iPad® device and pilot software applications (apps) since the October 6, 2011 Regional Council meeting. With few exceptions, pilot users have been successfully using the iPad® in place of a printed agenda. RC agendas optimized for iPad® viewing are distributed electronically at the same time the agendas are posted on the website and public posting locations. At this time, staff would like to extend the pilot program to thirteen (13) additional participants, to further evaluate benefits, usability, and suitability as a standard to replace hard-copy agendas.*

**STRATEGIC PLAN:**

This item supports SCAG's Strategic Plan, Goal 3, Enhance the Agency's Long Term Financial Stability and Fiscal Management (a); Maximize available resources and funds to the fullest extent possible and Goal 4, Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communication Technologies (d); Integrate advanced information and communication technologies.

**BACKGROUND:**

SCAG President, Hon. Pam O'Connor, sought volunteers from the Regional Council who were interested in testing the iPad® with paperless agenda distribution in exchange for not receiving printed copies of the agenda. Eleven (11) councilmembers volunteered and were provided an iPad® equipped with the base memory size (16GB) and WiFi or Wifi+3G, plus required software apps, cover, stylus and cleaning kit at SCAG cost. Additionally, the councilmembers were offered the option to pay the difference for additional memory at the councilmember's cost. SCAG did not pay for the data plan associated with the 3G service during the pilot. The pilot iPad® cost with associated software and accessories is \$639.09 without 3G and \$777.63 with 3G. If a councilmember requested a device with more memory than the basic model, they were informed that they may be required to reimburse SCAG the difference at the conclusion of the pilot program. The highest cost paid for a device was \$884.21 for a device that had 32GB and 3G capability.

# REPORT

---

SCAG staff offered an orientation session to each member to ensure they understood basic features of the device and how to access help materials for the software apps. The portable document format (pdf) reader software provides the ability to view multiple documents, navigate directly to agenda items and save highlights and notes. Pilot program members have found that the *iPad*® increases efficiency in reading and accessing content and notes quickly.

Staff estimates that it takes roughly eight (8) months to achieve a return on investment for the purchase of the basic device, software, accessories and staff time supporting the use of the device. This cost estimate was derived by analyzing the monthly cost to prepare, print and mail one agenda packet for one councilmember which is roughly \$1,000.00 over a twelve (12) month period. This return on investment also includes soft costs related to a more sustainable “green” business practice of using, filing and recycling less paper, ink, postage and transportation to deliver the agenda. The monthly cost to post and publish an electronic agenda is \$45.00 for one councilmember. The more councilmembers who participate in the program, the more the overall cost is reduced by spreading this cost across all councilmembers. At the conclusion of the second phase of the pilot program, staff will present to the Regional Council the detailed benefits and impacts of a full RC *iPad*® implementation. The Regional Council will have additional member feedback to determine if the *iPad*® should be adopted as the standard for reviewing agendas.

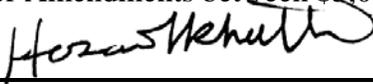
## **FISCAL IMPACT:**

Fiscal impact to implement second phase is between \$8,309 to \$11,495 to purchase the devices, software and accessories, depending on *iPad*® selection. Funds are available in the General Fund to cover these costs.

## **ATTACHMENT:**

None

**DATE:** January 5, 2012  
**TO:** Executive/Administration Committee (EAC)  
Regional Council (RC)  
**FROM:** Wayne Moore, Chief Financial Officer, (213) 236-1804, [moore@scag.ca.gov](mailto:moore@scag.ca.gov)  
**SUBJECT:** Contracts/Purchase Orders and/or Amendments between \$5,000 - \$200,000

**EXECUTIVE DIRECTOR'S APPROVAL:** 

---

**RECOMMENDED ACTION:**  
For Information Only - No Action Required.

**STRATEGIC PLAN:**  
This item supports SCAG'S Strategic Plan Goal 3: Enhance the Agency's Long Term Financial Stability and Fiscal Management.

**BACKGROUND:**

**SCAG executed the following Contracts between \$25,000 and \$200,000**

<b><u>Consultant/Contract #</u></b>	<b><u>Contract's Purpose</u></b>	<b><u>Contract Amount</u></b>
1. Agree Ya Solutions, Inc. (12-012-C1)	The consultant shall develop and redesign SCAG's main Internet site.	\$189,600
2. University of California, Santa Barbara (11-012-C1)	The consultant shall develop software to implement SCAG's Household Evolution Model to enhance SCAG's modeling capability.	\$169,849
3. The Planning Center (11-001-B54-T05)	As part of the Compass Blueprint program, the consultant shall provide consultant services in partnership with the Western Riverside Council of Governments (WRCOG) to assist with developing strategies for addressing the region's significant growth and its impact in six key areas.	\$144,744
4. PB Americas, Inc. (12-007-C1)	The consultant shall develop software to implement SCAG's Auto Ownership Model to enhance SCAG's modeling capability.	\$114,989

# REPORT

**SCAG executed the following Purchase Orders (PO's) between \$5,000 and \$200,000**

<u>Vendor</u>	<u>PO Purpose</u>	<u>PO Amount</u>
L. A. County Business Federation	SCAG sponsorship	\$25,000
Westin Bonaventure Hotel & Suites	Deposit for 2012 GA	\$15,001
Caliper Corporation	TransCAD SW license renewal	\$10,975
Halogen Software, Inc.	HR evaluation SW license renewal	\$8,100
Employment Development Dept.	Unemployment tax	\$7,207
Getty Images, Inc.	Purchase of downloadable images	\$7,000
iStockphoto LP	Purchase of downloadable images	\$5,250

**SCAG executed the Amendments between \$5,000 and \$200,000**

<u>Consultant/Contract #</u>	<u>Amendment's Purpose</u>	<u>Amendment Amount</u>
1. Calthorpe Associates (11-045-C1)	The consultant shall provide additional analytical assistance to staff to help collect and analyze public dialogue following the release of the Draft Regional Transportation Plan and Sustainable Communities Strategy (RTP/SCS).	\$49,970
2. Fehr & Peers (11-061-C1)	The consultant shall provide additional analysis to further analyze travel data that is also critical to successful modeling of land use effects on Vehicles Miles Traveled (VMT) and Greenhouse Gas (GHG) emissions.	\$15,128
3. The Center for Continuing Study of the California Economy (11-027-C1)	The consultant shall provide additional analysis of SCAG's 2010 Census results, the national and regional growth trends and forecasts, their policy implications for the regional policy on economy, education, housing, and to develop a framework for a demographic workshop.	\$10,000
4. HDR Engineering, Inc. (11-008-C1)	The consultant shall provide additional survey questions and analysis of SCAG's Origin – Destination (O-D) survey questionnaire for the 2012 Regional Transportation Plan (RTP).	\$7,000
5. Design Community & Environment (11-001-B54-T03)	The consultant shall provide additional analysis to provide the full range of input on smart growth issues from interested parties in the community.	\$6,099

**FISCAL IMPACT:**

Funding is available in the FY 2011/12 budget.

**ATTACHMENTS:**

- 1) Consultant Contract
- 2) Amendment Summaries



**Recommended Consultant:**

AgreeYa Solutions, Inc.

**Background & Scope of Work:**

SCAG’s main Internet site is undergoing a complete redesign following initial analysis and a blueprint developed by a design firm. Goals for this site are to increase interactive components; provide a more succinct message; provide content relevant to particular audiences; architect a site that facilitates multiple contributors and approval workflows; and develop a SCAG brand across all of SCAG’s varied programs and activities.

The consultant shall be responsible for completing all styling, architecture, and development work associated with building SCAG’s main Internet site for a launch date of April 1, 2012.

**Project’s Benefits & Key Deliverables:**

The project’s benefits and key deliverables include, but are not limited to:

- Technical development effort of the overall redesign and website implementation;
- Review and implement any needed changes of the existing SharePoint architecture including design, configuration, and implementation of security and authentication solutions utilizing Claims Authentication and Microsoft Forefront Unified Access Gateway (UAG);
- Develop custom web parts and solutions within SharePoint 2010 to meet SCAG’s requirements and provide an interactive and dynamic website experience for SCAG visitors;
- Style all custom site elements including master pages, page layouts and web parts;
- Develop custom workflows in SharePoint using Nintex Workflow designer;
- Provide SharePoint development and architecture assistance to SCAG’s internal development team on other SharePoint related development activities such as custom workflows development; and
- Conduct knowledge transfer to SCAG’s webmaster, Administrator, and development team throughout the project.

**Strategic Plan:**

This item supports SCAG’s Strategic Plan Goal 4: Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communication Technologies; Objective d: Integrate advanced information and communication technologies.

**Contract Amount:**

<b>Total not-to-exceed</b>	<b>\$189,600</b>
AgreeYa Solutions, Inc. (prime consultant)	\$189,600

Note: AgreeYa Solutions, Inc. originally proposed \$333,900, but staff negotiated the price down to \$189,600 due to the scope of work proposed being above and beyond what was required.

**Contract Period:**

November 15, 2011 through April 30, 2012

**Work Element:** 090.SCG0148.01 \$189,600  
Funding source: Consolidated Planning Grant – FHWA

**Request for Proposal (RFP):** SCAG staff notified 758 firms of the release of RFP 12-012-C1. Staff also posted the RFP on SCAG’s bid management system. A total of fifty (50) firms downloaded the RFP. SCAG received the following three (3) proposals in response to the solicitation:

<b>AgreeYa Solutions, Inc. (no subconsultants)</b>	<b>\$333,900</b>
Agiline, LLC (no subconsultants)	\$142,200
ClarusTec, Inc. (no subconsultants)	\$77,720

**Selection Process:** The Proposal Review Committee (PRC) evaluated each proposal in accordance with the criteria set forth in the RFP, and conducted the selection process in a manner consistent with all applicable federal and state contracting regulations. After evaluating the proposals, the PRC interviewed all three (3) offerors.

The PRC consisted of the following individuals:

Lisa Grundy, Lead Project Manager, RTP Web, SCAG  
Leigh Guannu, Lead Programmer Analyst, SCAG  
Alex Yu, Lead Programmer Analyst, SCAG

**Basis for Selection:** The PRC recommended AgreeYa Solutions, Inc. for the contract award because the consultant:

- Provided a thorough proposal which most clearly addressed their understanding of the project, the functions involved, the implementation methodology, risk and mitigation plan, and team structure;
- Provided the most detailed project plan to ensure that the compressed timeline for this project could be met;
- Most visibly provided the resumes of the individuals that would be assigned to the project with the relevant experience needed for this project, whereas the other proposers did not guarantee the key individuals that would be assigned to the project;
- Provided a formal methodology for delivery of projects which they developed themselves which offers more reliability than an off-the-shelf approach which the other firms presented; and
- Offered the highest quality of work and experience of staff desired to fulfill the scope of work while there were concerns whether the others could offer the same level of quality for the price proposed.

## CONSULTANT CONTRACT 11-012-C1

<b>Recommended Consultant:</b>	University of California, Santa Barbara	
<b>Background &amp; Scope of Work:</b>	<p>The objective of this project is to develop SCAG's Household Evolution Model. The model is intended to enhance current population synthetic modules for SCAG's Activity-based Travel Demand Model by using household evolution concepts that move each household from one year to the next year through life cycle stage transitions.</p> <p>The consultant will work with SCAG's Modeling and Growth Forecast staff to prepare a model development plan. The consultant shall provide a summary of literature reviewed on recent research completed on household evolutions models or related analysis and methodologies. They will develop software to implement SCAG's Household Evolution Model. The consultant shall work with SCAG staff to determine the criteria of model validation through a model validation test and analysis.</p>	
<b>Project's Benefits &amp; Key Deliverables:</b>	<p>The project's benefits and key deliverables include, but are not limited to:</p> <ul style="list-style-type: none"><li>• Developing software and SCAG's Household Evolution Model;</li><li>• Providing more accurate and reasonable socioeconomic input data to SCAG's Household Evolution Model that will forecast future travel demand with better accuracy; and</li><li>• Hands-on-training and one (1) presentation to SCAG's Modeling Task Force.</li></ul>	
<b>Strategic Plan:</b>	<p>This item supports SCAG's Strategic Plan Goal 4: Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communication Technologies; Objective a: Develop and maintain planning models that support regional planning.</p>	
<b>Contract Amount:</b>	<b>Total not-to-exceed</b>	<b>\$169,849</b>
	University of California, Santa Barbara (prime consultant)	\$104,849
	University of Texas at Austin (subconsultant)	\$40,000
	Arizona State University (subconsultant)	\$25,000
<b>Contract Period:</b>	October 26, 2011 through June 30, 2012	
<b>Work Element:</b>	12-070.SCG000565.01	\$169,849
	Funding sources: Consolidated Planning Grant – FHWA and FTA	
<b>Request for Proposal (RFP):</b>	<p>SCAG staff notified 362 firms of the release of RFP 11-012-C1 and posted the RFP on SCAG's bid management system. A total of thirty (30) firms downloaded the RFP. SCAG received the following three (3) proposals in response to the solicitation:</p>	
	<b>University of California, Santa Barbara (2 subconsultants)</b>	<b>\$169,849</b>
	David Simmonds Consultancy (2 subconsultants)	\$201,535
	Urban Analytics (No subconsultants)	\$246,794

**Selection Process:** The Proposal Review Committee (PRC) evaluated each proposal in accordance with the criteria set forth in the RFP, and conducted the selection process in a manner consistent with all applicable federal and state contracting regulations. After evaluating the proposals, the PRC interviewed the three (3) proposers.

The PRC consisted of the following individuals:

Sungbin Cho, Transportation Modeler, SCAG  
Simon Choi, Program Manager, SCAG  
Hsi-hwa Hu, Transportation Modeler, SCAG  
Guoxiong Huang, Chief Modeler, SCAG  
Tony Van Haagen, Research Program Specialist, Caltrans District 7

**Basis for Selection:** The PRC recommended the University of California, Santa Barbara for the contract award because the consultant:

- Proposed the lowest price;
- Demonstrated the best understanding of the proposed scope of work, specifically, the demographic forecast techniques and data sources needed to develop SCAG's Household Evolution Model;
- Provided the most extensive experience with projects of similar size and scope. Specifically, they developed an Integrated Model of Land Use, Activity-Travel Demand, and Network Dynamics for the Federal Highway Administration, and implemented an Activity-Based Travel Demand Model for the Texas Department of Transportation; and
- Demonstrated the most creative and effective approach to meet SCAG's requirements. For example, they will include the participation of three (3) national experts in the relationship between socioeconomic characteristics and travel demand. This approach provides a forum for brainstorming, suggesting solutions and reviewing methods that enable the consultant to have access to pertinent information and techniques.

**CONSULTANT CONTRACT 11-001-B54-T05**

**Recommended Consultant:** The Planning Center

**Background & Scope of Work:** The consultant shall provide consultant services for the Compass Blueprint Demonstration Project in partnership with the Western Riverside Council of Governments (WRCOG) to develop a framework document for WRCOG that will be utilized to refine the development of a Subregional Sustainability Plan for Western Riverside County.

The consultant will focus on developing strategies for addressing the region’s projected significant growth and the impact of this growth in six (6) key areas including, transportation systems, energy generation and transmission, water/wastewater delivery and capacity, economic development, healthcare and education.

**Project’s Benefits & Key Deliverables:** The project’s benefits and key deliverables include but are not limited to:

- Providing a replicable model to multi-faceted sustainability planning;
- Engaging local elected officials directly in discussions regarding goals and policy objectives for their region;
- Policy discussions facilitated by subject area experts;
- Benchmarking data and performance monitoring strategies; and
- A written framework for sustainability planning.

**Strategic Plan:** This item supports SCAG’s Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Create and Facilitate a Collaborative and Cooperative Environment to Produce Forward Thinking Regional Plans.

<b>Contract Amount:</b>	<b>Total not-to-exceed</b>	<b>\$144,744</b>
	The Planning Center (prime consultant)	\$52,938
	Design, Community & Environment (subconsultant)	\$37,093
	Psomias (subconsultant)	\$14,996
	Fehr & Peers (subconsultant)	\$19,717
	Steve Pontell (subconsultant)	\$15,000
	Lindell Marsh (subconsultant)	\$5,000

Note: The Planning Center originally proposed \$147,977 but staff negotiated the price down to \$144,744 without reducing the scope of work.

**Contract Period:** July 19, 2011 through June 30, 2012

**Work Element:** 12-225.SCG1866.03 \$144,744  
Funding sources: ARB (10-077)

**Request for Proposal (RFP):** SCAG staff notified fifty-eight (58) pre-qualified Compass Blueprint consultants of the release of RFP 11-001-BR17. SCAG received the following four (4) proposals in response to the solicitation:

<b>The Planning Center (5 subconsultants)</b>	<b>\$147,977</b>
Hogle-Ireland, Inc. (1 subconsultant)	\$88,821
RBF Consulting (2 subconsultants)	\$104,989
AECOM (2 subconsultants)	\$175,167

**Selection Process:** The Proposal Review Committee (PRC) evaluated each proposal in accordance with the criteria set forth in the RFP, and conducted the selection process in a manner consistent with all applicable federal and state contracting regulations. After evaluating the proposals, the PRC interviewed the four (4) offerors.

The PRC consisted of the following individuals:

Ruthanne Taylor-Berger, Deputy Director, WRCOG  
 Marco Anderson, Associate Regional Planner, SCAG  
 John Chiu, Community Planner, Contracts Manager, Caltrans DOT District 8  
 Diane Jenkins, Principle Planner, City of Riverside

**Basis for Selection:** The PRC recommended the Planning Center for the contract award because the consultant team:

- Provided the best overall value to SCAG. Although the proposed price was not the lowest, the price was in the range of what the PRC determined would take to meet the required deliverables. The selected firm proposed the most realistic hours needed to complete the required tasks. The proposers who proposed lower prices did not provide enough time or staff in their proposals to meet the project objectives;
- Demonstrated the broadest range of services and solutions that will meet SCAG's requirements. Specifically, they put together the most qualified team of facilitators, and project managers. They have the best expertise and skill level to achieve all of the tasks in the scope of work, including assembling data, establishing bench mark measurements, and communicating to audiences of local elected officials;
- Demonstrated the best understanding of the proposed scope of work and the key elements involved. Specifically, their scope of work did the best job of scheduling the time and staff needed for consensus building with busy elected officials from WRCOG and they have the most comprehensive understanding of the WRCOG study area; and
- Demonstrated the most extensive experience with projects of similar size and scope. They have the most relevant experience with these types of projects including Wasatch Choices 2040 Vision in Utah, the Riverside County General Plan Update, and the San Bernardino County Vision.

## CONSULTANT CONTRACT 12-007-C1

<b>Recommended Consultant:</b>	PB Americas, Inc.	
<b>Background &amp; Scope of Work:</b>	<p>SCAG recently completed an extensive Model Peer Review, where national modeling experts formed a committee to review and provide comments on SCAG's travel and land use models. The Committee's overall finding was that SCAG's Travel Demand Model is an advanced 4-step model that meets, and in many cases exceeds the state of the practice. In addition, the Committee made several recommendations for future enhancements to SCAG's modeling system. One of their recommendations is to better represent zero-vehicle ownership in the mode choice model. There are a growing number of single people and couples living in high accessibility areas (such as mixed use and transit oriented development areas) who choose not to own a vehicle and that decision effects their subsequent travel behavior. The Committee strongly recommended implementing this specific enhancement to SCAG's Model for use in the 2012 Regional Transportation Plan (RTP) and Sustainable Communities Strategy (SCS) development and analyses.</p> <p>The consultant will implement improvements to the Auto Ownership Model on an expedited schedule so that the enhanced model can be utilized for the 2012 RTP modeling analysis. They will analyze travel survey results to establish trip characteristics, analyze computer programming to update the model code and adjust model parameters, and conduct sensitivity testing to ensure that the model is producing sensible results.</p>	
<b>Project's Benefits &amp; Key Deliverables:</b>	<p>The project's benefits and key deliverables include, but are not limited to:</p> <ul style="list-style-type: none"><li>• Fulfilling the Peer Review Panel's recommendation to provide modeling capability to better forecast trip-making of zero vehicle households; and</li><li>• Enhancing SCAG's modeling capabilities for evaluating the 2012 RTP/SCS.</li></ul>	
<b>Strategic Plan:</b>	<p>This item supports SCAG's Strategic Plan Goal 4: Develop, Maintain, and Promote Utilization of State of the Art Model, information Systems, and Communication Technology; Objective a: Develop and maintain planning models that support regional planning.</p>	
<b>Contract Amount:</b>	<b>Total not-to-exceed</b>	<b>\$114,989</b>
	PB Americas, Inc. (prime consultant)	\$67,572
	Caliper Corporation (subconsultant)	\$20,000
	LSA Associates, Inc. (subconsultant)	\$14,997
	Mark Bradley (subconsultant)	\$12,420
<b>Contract Period:</b>	July 11, 2011 through December 30, 2011	
<b>Work Element:</b>	12-070.SCG00130.10	\$114,989
	Funding sources: Consolidated Planning Grant – FHWA	
<b>Request for Proposal (RFP):</b>	N/A	

**Basis for Selection:** The Staff recommended PB Americas, Inc. for the sole source contract award because the consultant has extensive knowledge of SCAG's modeling system and the ability to complete the required model upgrades within the schedule constraints of the 2012 RTP/SCS.

- PB Americas, Inc. (PB) essentially has a unique knowledge of SCAG's modeling system having recently completed a major enhancement to the Regional Model, including the addition of a new Destination Choice Model and major upgrades to the Mode Choice Model. This was a two-year effort performed by PB under SCAG Contract 09-022-C1 (PB was the successful consultant resulting from a competitive procurement process for contract 09-022-C1). The work included substantial data gathering, data summary, and analysis of census and travel survey data. As part of this effort, PB developed enhanced model components including customized software coding to incorporate the model improvements into the Model's software code. As a result of their previous experience, PB essentially obtained a unique knowledge of SCAG's software coding. SCAG would pay premium for another consultant to obtain this knowledge.
- Given SCAG's 2012 RTP/SCS schedule, the requested model enhancements must be quickly implemented and the Model ready for scenario analysis within two months. Other firms are realistically not capable of meeting the aggressive schedule given the need for extensive upfront model/data development work and high learning curve requirements.

**Consultant:** Calthorpe Associates

**Background & Scope of Work:** In May 2011, SCAG awarded Contract 11-045-C1 to Calthorpe Associates to assist in collecting and combining information produced by SCAG staff and consultant led efforts for the purpose of presenting and framing policy discussions on the development of Sustainable Communities Strategy (SCS) scenarios and Program Environmental Impact Report (PEIR) alternatives for the 2012 Regional Transportation Plan (RTP).

The purpose of this amendment is to add refinements and on-going analysis of policy options using the consultant’s Rapid Fire model following the release of the Draft 2012 RTP/SCS. The analysis would be provided on an as needed based on policy issues that emerge through public dialogue and Regional Council deliberations. This amendment will also extend the contract end date from October 31, 2011 to April 30, 2012.

The Consultant shall provide assistance to staff, as needed, on public dialogue following the release of the Draft RTP/SCS. Consultant shall also develop presentation materials and assist on overall message and framing of policy tradeoffs during the public review period of the Draft RTP/SCS.

**Project’s Benefits & Key Deliverables:** The project’s benefits include, but are not limited to:

- Refinements to the project which will allow variations on previously developed land use patterns;
- Translation into the Rapid Fire framework of new or refined scenarios developed using the Local Sustainability Planning Tool (software);
- Variations on applications of congestion pricing; and
- Application and research of varying vehicle technology, fuel technology, and power generation assumptions.

The key deliverables include, but are not limited to:

- Rapid Fire model analysis and reporting;
- Presentation materials; and
- Direct consultant presentations to policy makers/public.

**Strategic Plan:** This item supports SCAG’s Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Create and Facilitate a Collaborative and Cooperative Environment to Produce Forward Thinking Regional Plans.

<b>Amendment</b>	Amendment 2	\$49,970
<b>Amount:</b>	Amendment 1 (administrative - no change to contract’s value)	\$0
	Original contract value	<u>\$196,996</u>
	<b>Total contract value is not-to-exceed</b>	<b>\$246,966</b>

This amendment does not exceed \$75,000 or 30% of the contract's original value. Therefore, in accordance with the SCAG Procurement Manual Section 1.4.5, version 10, it does not require the Regional Council's approval.

**Contract Period:** May 16, 2011 through April 30, 2012

**Work Element:**

11-220.SCG01865.01	\$87,128
12-220.SCG01865.01	\$94,060
12-266.SCG00715.01	\$65,778

Funding sources: Consolidated Planning Grant – TDA, and Strategic Growth Council Planning Grant

**Basis for the Amendment:** Calthorpe Associates is currently conducting the technical analysis under the current contract and has gained tremendous experience and familiarity with the required tasks. This amendment supports the overall RTP goals for implementation of the 2012 SCS. This amendment will substantially enhance the overall quality of the draft 2012 RTP/SCS and produce significant data and analysis in support of a region-wide strategy to reduce Greenhouse Gas emissions and per-capita vehicle miles traveled (VMT), as required by Senate Bill 375.

# CONTRACT 11-061-C1 AMENDMENT 1

**Consultant:** Fehr & Peers

**Background & Scope of Work:** In July 2011, SCAG awarded Contract 11-061-C1 to Fehr & Peers to enhance SCAG’s transportation modeling efforts by using the most up-to-date information. This study provides technical support for Regional Transportation Plan/Sustainable Communities Strategies (RTP/SCS) analysis and modifications to SCAG’s Sustainability Tool (software).

The purpose of this amendment is to further analyze scenario impact based on travel attraction that is also critical to successful modeling of land use effects on Vehicles Miles Traveled (VMT) and Greenhouse Gas (GHG) emissions. The additional work on trip attraction analysis will enhance the existing analysis on trip production. In this task, the consultant will analyze how local land use characteristics, such as mixed use and density, are interacted with the number of trips attracted to the local area. The result of this analysis is critical for planners to evaluate transportation and GHG impact from local land use policy.

**Project’s Benefits & Key Deliverables:** The project’s benefits and key deliverables include, but are not limited to:

- An enhanced transportation model for SCAG’s Sustainability Tool. The enhanced model is for off-model analysis for the 2012 RTP/SCS development and evaluation process; and
- A better measurement of the effect of intra-zonal travel, local land use development and land use policy on the reduction of GHG. SCAG’s Sustainability Tool is an integral part of the land use forecast portion of the 2012 RTP/SCS development and evaluation process.

**Strategic Plan:** This item supports SCAG’s Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Create and Facilitate a Collaborative and Cooperative Environment to Produce Forward Thinking Regional Plans.

<b>Amendment</b>	Amendment 1	\$15,128
<b>Amount:</b>	Original contract value	<u>\$67,000</u>
	<b>Total contract value is not-to-exceed</b>	<b>\$82,128</b>

This amendment does not exceed \$75,000 or 30% of the contract’s original value. Therefore, in accordance with the SCAG Procurement Manual Section 1.4.5, version 10, it does not require the Regional Council’s approval.

**Contract Period:** July 27, 2011 through February 28, 2012

**Work Element:** 12-220.SCG01386.01 \$67,000  
12-220.SCG01386.01 \$15,128  
Funding sources: Consolidated Planning Grant – State Other

**Basis for the Amendment:** Fehr & Peers is currently conducting the technical study under the contract and has gained tremendous experience and familiarity with the required tasks.

This amendment supports the overall goal for the RTP and furthers the development of the SCS as part of SCAG’s long-range transportation plan. This amendment will

substantially enhance the analytical quality of the Sustainability Tool and produce significant data and analysis in support of the RTP, Senate Bill 375, and local land use plan. Without the additional trip attraction component, SCAG will not have the components needed to accomplish SCAG's transportation modeling study and the study will not have as much value as it otherwise could have.

# CONTRACT 11-027-C1 AMENDMENT 1

**Consultant:** Center for Continuing Study of the California Economy (CCSCE)

**Background & Scope of Work:** In April 2011, SCAG awarded Contract 11-027-C1 to Center for Continuing Study of the California Economy (CCSCE) to develop the regional growth forecasts to properly reflect the most likely future demographic and economic trends.

The purpose of this amendment is to add an additional analysis of the 2010 Census results, the national and regional growth trends and forecasts, their policy implications for the regional policy on economy, education, and housing, and to develop a framework for the demographic workshop. The additional analysis is needed because of the importance of the volatile nature of the current and future economy and the proper framework for the demographic workshop. Once the additional analysis is completed, it will support SCAG in making informed policy decisions on how the region should grow and how the future demographic workshop should be framed.

**Project's Benefits & Key Deliverables:** The project's benefits and key deliverables include, but are not limited to:

- Enhance the forecasting accuracy by reflecting the recent trends in population and employment and updated assumptions;
- Extend the knowledge base of the policy impacts associated with demographic and economic changes;
- Assessment Report of the 2010 census results and the economic recession, and their implications on the national and regional growth forecast; and
- Develop a new framework for the future demographic workshop.

**Strategic Plan:** This item supports SCAG's Strategic Plan Goal 4: Develop, Maintain, and Promote the Utilization of State of the Art Models, Information Systems and Communication Technologies; Objective a: Develop and Maintain Planning Models That Support Regional Planning.

<b>Amendment</b>	Amendment 1	\$10,000
<b>Amount:</b>	Original contract value	<u>\$43,073</u>
	<b>Total contract value is not-to-exceed</b>	<b>\$53,073</b>

This amendment does not exceed \$75,000 or 30% of the contract's original value. Therefore, in accordance with the SCAG Procurement Manual Section 1.4.5, version 10, it does not require the Regional Council's approval.

**Contract Period:** April 14, 2011 through June 30, 2012

**Work Element:** 11-055.SCG00133.02 - \$43,073 (Funding sources: FTA and TDA)  
12-055.SCG00133.02 - \$10,000 (Funding sources: FTA and TDA)

**Basis for Selection:** CCSCE is currently conducting the technical study under the contract and has gained tremendous experience and familiarity with the required tasks.

This amendment supports the RTP requirements for the development of economic and demographic forecasts. This amendment will substantially enhance SCAG's forecasting accuracy by timely reflecting the recent trends and updated assumptions. Without the additional technical support, the forecast update will be incomplete and of little value to SCAG.

## CONTRACT 11-008-C1 AMENDMENT 1

**Consultant:** HDR Engineering, Inc.

**Background & Scope of Work:** In December 2010, SCAG awarded Contract 11-008-C1 to HDR Engineering, Inc. to assess the mobility of commerce at the California-Baja California border and develop freight planning strategies that will address long term trade and transportation infrastructure needs in the border region.

The purpose of this amendment is to add additional survey questions and analysis to the Origin –Destination (O-D) survey questionnaire in order to determine commercial user’s willingness to pay for reductions in wait times at the ports of entry in Imperial County. The original scope focuses on collecting commercial vehicle O-D, travel time and delay information. It is most cost effective to add the pricing questions to the original O-D survey questionnaire since the consultant was already prepared to conduct the survey. This additional scope to determine what commercial users are willing to pay to reduce their waiting time at the border is important since various pricing strategies will be evaluated and included in the 2012 Regional Transportation Plan (RTP).

**Project’s Benefits & Key Deliverables:** The project’s benefits and key deliverables include, but are not limited to:

- A report on bi-national trade and emerging business decisions;
- Logistics strategies;
- Travel delay analysis; and
- Recommended transportation policies to incorporate into SCAG’s 2012 Regional Transportation Plan.

**Strategic Plan:** This item supports SCAG’s Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Create and Facilitate a Collaborative and Cooperative Environment to Produce Forward Thinking Regional Plans.

<b>Amendment</b>	Amendment 1	\$7,000
<b>Amount:</b>	Original contract value	<u>\$184,378</u>
	<b>Total contract value is not-to-exceed</b>	<b>\$191,378</b>

This amendment does not exceed \$75,000 or 30% of the contract’s original value. Therefore, in accordance with the SCAG Procurement Manual Section 1.4.5, version 10, it does not require the Regional Council’s approval.

**Contract Period:** December 21, 2010 through January 31, 2012

**Work Element:** 11-130.SCG01237.01 - \$108,750 (Funding sources: FTA & TDA)  
12-130.SCG01237.01 - \$82,628 (Funding source: TDA)

**Basis for Selection:** HDR is currently conducting the goods movement border crossing study and analysis under the contract and has gained tremendous experience and familiarity with the required tasks. The added pricing questions to the proposed survey and related data analysis will be geared towards capturing individual responses from companies or truck drivers engaged in different economic sectors directly related to goods movement across the border in Imperial County. The findings will help

SCAG determine the willingness to pay of individual users across different industries or sectors to reduce wait times at the border. The analysis will also provide a range of possible prices based on the different characteristics mentioned by the interviewees, and will eventually provide important input to the ongoing 2012 RTP development.

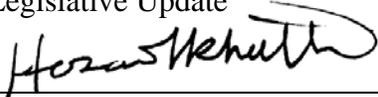
## CONTRACT 11-001-B54-T03 AMENDMENT 1

<b>Consultant:</b>	Design, Community & Environment	
<b>Background &amp; Scope of Work:</b>	<p>In June 2011, SCAG awarded Contract 11-001-B54-T03 (BR16) to Design Community &amp; Environment (DC&amp;E) to begin the implementation of the Fullerton Smart Growth 2030 Project. The consultant is assisting Fullerton in implementing its land use and transportation plans, focusing on innovative funding and financing methods for public improvements and strategies that can be used by other jurisdictions.</p> <p>The purpose of this amendment is to add additional hours and budget needed to gather the full range of input on smart growth issues from interested parties in the community. The amended project scope will allow for additional stakeholder interviews over multiple days.</p>	
<b>Project's Benefits &amp; Key Deliverables:</b>	<p>The project's benefits and key deliverables include, but are not limited to:</p> <ul style="list-style-type: none"><li>• Developing innovative strategies local governments can use to get public realm improvements and critical components of local plans that include private investment (paid for and built);</li><li>• A report on funding and financing options, a funding and financing strategy specific to the Fullerton Transportation Center; and</li><li>• A smart growth funding website, training and training materials related to the website, up to three grant applications for the City, and educational workshops and related materials.</li></ul>	
<b>Strategic Plan:</b>	<p>This item supports SCAG's Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Create and Facilitate a Collaborative and Cooperative Environment to Produce Forward Thinking Regional Plans.</p>	
<b>Amendment Amount:</b>	Amendment 1 Original contract value <b>Total contract value is not-to-exceed</b>	\$6,099 <u>\$126,397</u> <b>\$132,496</b>
	<p>This amendment does not exceed \$75,000 or 30% of the contract's original value. Therefore, in accordance with the SCAG Procurement Manual Section 1.4.5, version 10, it does not require the Regional Council's approval.</p>	
<b>Contract Period:</b>	June 14, 2011 through June 30, 2012	
<b>Work Element:</b>	11-065.2930869.04 \$7,442 12-065.2930869.04 \$118,955 12-065.2930869.04 \$6,099 Funding sources: Consolidated Planning Grant – State Other	
<b>Basis for the Amendment:</b>	<p>DC&amp;E is working concurrently on Tasks 1 (Community Immersion) and 2 (Funding and Financing Research) and the project is proceeding on schedule and within the budget.</p>	

This amendment supports additional work on the Community Immersion task, which is essential to gathering the full range of input on smart growth issues from interested parties in the community. The amended project scope will allow for additional stakeholder interviews over multiple days instead of a more limited number of interviews on one day. This work is critical to the project for it further provides services to assist Fullerton in implementing its land use and transportation plans, focusing on innovative funding and financing methods for public improvements and strategies that can be used by other jurisdictions.

**This Page Intentionally Left Blank**

**DATE:** January 5, 2012  
**TO:** Regional Council (RC)  
**FROM:** Sharon A. Neely, Deputy Executive Director, Strategy, Policy and Public Affairs,  
[neely@scag.ca.gov](mailto:neely@scag.ca.gov), (213)-236-1992  
**SUBJECT:** December 2011 State and Federal Legislative Update

**EXECUTIVE DIRECTOR'S APPROVAL:** 

---

## STATE

### Nearly \$1B Mid-Year Budgetary "Trigger" Cuts Announced

On December 13, 2011 Governor Jerry Brown announced that automatic mid-year reductions of \$981M primarily to public schools, universities and colleges, Medi-Cal, and in-home support for seniors and the disabled would go into effect pursuant to the 2011 Budget Act passed in August. The Governor reported that according to Department of Finance calculations, state revenues have fallen \$2.2 billion below projections, triggering the automatic cuts. These cuts are less than the potential \$2.4 billion in automatic cuts that could have been triggered pursuant to the Budget Act had the midyear budget shortfall been projected to be larger. In November, the non-partisan Legislative Analyst Office projected a \$3.7B budget gap, indicating that the gap closed significantly between the months of November and December.

To deal with California's structural budget deficit, the Governor is proposing a temporary income tax hike on the most affluent Californians and an increase in the sales tax projected to raise approximately \$7B in additional revenue. Recent polling data suggests a majority of likely voters would approve.

### California Public Pension Reform

On December 2, 2011 the Conference Committee on Public Employee Pensions held the first of numerous hearings on California public employee pension reform. Assembly Speaker John A. Pérez and Senate President Pro Tem Darrell Steinberg announced the creation of the committee in September, saying the findings of its interim hearings would "fast forward consideration of the issue before the Legislature reconvenes in January." However, Members of the Committee suggested the work of the Committee, which is supposed to report back to the Legislature next month, could extend well into next year. Assemblyman Warren Furutani, co-chair of the committee, reported that it probably hold at least four (4) hearings.

Governor Brown appeared before the panel to advocate for his plan, the primary provisions of which were reported to the Legislative, Communications and Membership Committee (LCMC) last month. The Governor acknowledged that devising a solution could take time, and suggested lawmakers to act carefully but at a "deliberate speed." Staff will monitor and apprise the LCMC of any significant action taken regarding public pension reform.

## FEDERAL

### **FY 2012 Appropriations**

On December 16, 2011 the House of Representatives passed the Conference agreement on an “Omnibus” Appropriations bill to complete the Fiscal Year (FY) 2012 Appropriations process. The Omnibus bill is a package of nine (9) remaining appropriations bills funding those federal departments, agencies and programs currently operating under a Continuing Resolution (CR) through December 16, 2011. Legislation funding federal transportation programs in FY 2012 including the Federal Transit Administration (FTA), Federal Railroad Administration (FRA) and Federal Highways Administration (FHWA) was enacted into law on November 18, 2011. The remaining bills include funding for the Departments of Homeland Security, Defense, Veterans, and Health and Human Services, among others. On December 17, 2011 the Senate voted 67-32 to clear the nine-bill FY 2012 appropriations. To allow time for that comprehensive bill to be sent to the President, the Senate also cleared, by unanimous consent, a six-day stopgap continuing resolution (H J Res 95) that would keep the government financed through Dec. 23, which the President signed.

### **Surface Transportation Authorization Bill**

On December 14, 2011 the Senate Committee on Commerce, Science and Transportation approved safety, research and policy bills intended for inclusion in the Senate surface transportation authorization legislation, but chose to delay action on rail provisions within its jurisdiction (issues such as intercity passenger rail and positive train control) while negotiations continued over a variety of issues. During the markup, the Committee considered S. 1950, the Commercial Motor Vehicle Safety Enhancement Act of 2011; S. 1953 the Research and Innovative Technology Administration Reauthorization Act of 2011; S. 1952, the Hazardous Materials Transportation Safety Improvement Act of 2011; and S. 1449, the Motor Vehicle and Highway Safety Improvement Act of 2011. Senator Frank Lautenberg (D-NJ) offered a manager’s amendment to S. 1950 that would add national surface transportation goals and performance management concepts, as well as freight policy and a freight infrastructure investment grant program to address congestion and improve mobility along freight corridors. The freight title and its related provisions are strongly supported by SCAG and its regional and national transportation partners.

Senator Kay Bailey Hutchison (R-TX), the Committee’s Ranking Member, objected to the inclusion of the freight provisions and offered an amendment to strike them; that motion failed by party-line 11-13 vote. Senator Hutchison’s objections may impact the Commerce Committee’s comprehensive surface transportation authorization package when the Senate moves forward with it early in 2012.

The Committee also approved S. 1953, the Research and Innovative Technology Administration (RITA) Reauthorization Act, which would authorize resources for transportation research, advance technology solutions, and improve the way U.S. Department of Transportation (DOT) gathers transportation policy data. The bill consolidates the Bureau of Transportation Statistics into RITA, creates a National Travel Data Program to collect national passenger and freight data,

and establishes a new \$20 million per year Multimodal Innovative Research Program within RITA to apply advanced technology solutions to multimodal transportation challenges.

## **Senate Banking Committee Delays Markup of Public Transportation Title to Surface Transportation Authorization**

Members of the Senate Committee on Banking, Housing and Urban Affairs have continued to work to complete a bipartisan legislative proposal extending Federal Transit Administration (FTA) programs under the Committee's jurisdiction. A tentative markup last week of the Banking Committee's Transit title to the Senate's surface transportation authorization bill was delayed as both Chairman Tim Johnson (D-SD) and Ranking Member Richard Shelby (R-AL) indicated work was continuing on a number of final issues.

The Senate Committee on Environment and Public Works (EPW) previously marked up the bipartisan Moving Ahead for Progress in the 21st Century (MAP-21) bill which authorizes the Federal-aid highway program (reported on last month). MAP-21 consolidates a number of Federal programs, eliminates earmarks, expedites project delivery, and creates a new title called "America Fast Forward," which strengthens the Transportation Infrastructure Finance and Innovation Program (TIFIA) program to leverage federal dollars further than they have been stretched before. The bill also makes a number of changes to state and metropolitan planning provisions that may have significant impacts, including the possible elimination of, small metropolitan planning organizations (serving populations of less than 200,000), and includes a permanent extension of the bus axle weight exemption for public transit.

## **House T&I Hearing on California High-Speed Rail**

On December 13, 2011 the House Transportation and Infrastructure (T&I) Committee held a hearing on the California 800-mile high speed rail project to address concerns related to growing costs and other issues related to the project.

The 800-mile project, from Sacramento and San Francisco through the Central Valley to Los Angeles and San Diego, was originally estimated to cost \$43 billion in 2008, when the state's voters approved a \$9.95 billion bond measure to help finance the project. However, since voters approved the bond measure, the total cost estimate for the project has more than doubled to \$98.5 billion and the completion date has extended 13 years to 2033. Furthermore, Congress has voted to provide no additional funds for the Obama Administration's high-speed rail program.

The project was awarded \$3.896 billion in federal funding (\$2.952 billion in Stimulus funds, and \$945 million in subsequent appropriations). This funding would be used to help construct the first segment connecting Fresno to Bakersfield.

Discussion among Members and panelists revealed significant divisions within the Committee regarding the long term viability of the California High-Speed Rail project due to escalating costs in the present fiscal environment versus the costs of enhancing capacity of existing modes (highways, aviation, etc.). The divergence of opinion suggest more work will need to be done to

secure sufficient support on the Committee to move forward any legislation coming under its jurisdiction to advance California High-Speed Rail.

## **TIGER Grants Announced**

The U.S. Department of Transportation (USDOT) this week announced the latest slate of multimodal grants funded under the TIGER program. USDOT received 848 project applications from all 50 states, Puerto Rico and Washington, DC, requesting a total of \$14.29 billion, well above the \$511 million appropriated to the program in FY 2011. The full detail of the TIGER III grants can be found at this link: [http://www.dot.gov/tiger/docs/fy2011\\_tiger.pdf](http://www.dot.gov/tiger/docs/fy2011_tiger.pdf)

Among the 46 projects selected for TIGER grants in 31 States and Puerto Rico, three (3) projects in California were selected for grant awards: State Route 91 Corridor Improvements, \$20M; Port of Long Beach Rail Realignment Program, \$17M; and US 101 Smith River Safety Corridor, \$2.5M.

## **ATTACHMENT:**

None.

**DATE:** January 5, 2012

**TO:** Regional Council (RC)  
Community, Economic and Human Development (CEHD)  
Energy and Environment Committee (EEC)

**FROM:** Douglas Williford, Deputy Executive Director of Planning and Programs, 213-236-1919,  
[willifor@scag.ca.gov](mailto:willifor@scag.ca.gov)

**SUBJECT:** Draft 2012-2035 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) and Program Environmental Impact Report (PEIR) Process—Next Steps

**EXECUTIVE DIRECTOR'S APPROVAL:** 

---

**RECOMMENDED ACTION:**  
For Information Only – No Action Required.

**EXECUTIVE SUMMARY:**  
*On December 1, 2011, the Southern California Association of Governments (SCAG) Regional Council approved the release of the Draft 2012-2035 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) for a 55-day public review and comment period, which commenced on December 20, 2011 and will close on February 14, 2012. The Draft 2012-2035 Program Environmental Impact Report (PEIR) was released on December 30, 2011. The public review and comment period on the Draft PEIR will also close on February 14, 2012. To continue SCAG's cooperative and inclusive outreach process, a number of workshops and public hearings will occur throughout the region from January to February 2012, culminating in the adoption of the Final 2012-2035 RTP/SCS in April 2012.*

**STRATEGIC PLAN:**  
This item supports SCAG's Strategic Plan, Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective: a) Create and facilitate a collaborative and cooperative environment to produce forward thinking regional plans.

**BACKGROUND:**  
As the Metropolitan Planning Organization (MPO) representing the Southern California region, SCAG is responsible for the development of the long-range RTP/SCS. The RTP/SCS must be updated through a collaborative, coordinated and continuous process that involves key stakeholders, including six (6) county transportation commissions, Caltrans, transit operators, local jurisdictions, marine and airport authorities, Air Quality Management Districts, state and federal regulatory and resources agencies, interest groups and the public. To provide information and solicit comments on the Draft 2012-2035 RTP/SCS, SCAG will hold outreach workshops with elected officials throughout the region (two per county) and one public hearing in each county. Subsequent input from these workshops, public hearings, and comments received during the public review and comment periods will be discussed at the Joint Regional Council and Policy Committees meeting on March 1, 2012; and possibly a second meeting in March, if necessary. The adoption of the Final 2012-2035 RTP/SCS and certification of the Final PEIR are anticipated in April 2012 at the SCAG Regional Conference and General Assembly. A tentative schedule is provided in the attached flyer.

**ATTACHMENT:**  
Draft 2012-2035 RTP/SCS Next Steps flyer



REGIONAL TRANSPORTATION PLAN  
**2012-2035 RTP**  
 SUSTAINABLE COMMUNITIES STRATEGY  
 Towards a Sustainable Future



S O U T H E R N C A L I F O R N I A A S S O C I A T I O N O F G O V E R N M E N T S

## Draft 2012-2035 Regional Transportation Plan/ Sustainable Communities Strategy (RTP/SCS)

### December 20, 2011

- Release Draft RTP/SCS with Technical Appendices for Public Review and Comment
- Begin Formal Public Review and Comment Period

### December 30, 2011

- Release Draft Program Environmental Impact Report (PEIR) for Public Review and Comment
- Launch iRTP website

## Next Steps — January – February 2012

- Outreach Workshops with Elected Officials two per county (*open to the public*)
- Public Hearings – a total of six (*dates & locations attached*)

### February 14, 2012

- Close of Comment Period for Draft RTP/SCS and PEIR

### April 4, 2012

- Regional Council Certification of Final PEIR and Adoption of 2012-2035 RTP/SCS

# Workshops with Elected Officials & Public Hearings

## VENTURA COUNTY

**Workshop: January 6, 2012 / 9:00 a.m.**

Camarillo Council Chambers  
601 Carmen Drive  
Camarillo, CA 93010

**Workshop: January 19, 2012 / 12:00 p.m.**

**Public Hearing following workshop / 2:00 p.m.**

Camarillo Library  
4101 Las Posas Road  
Camarillo, CA 93010

## LOS ANGELES COUNTY

**Workshop: January 17, 2012 / 3:00 p.m.**

Carson Community Center  
3 Civic Plaza Drive  
Carson, CA 90745

**Workshop: February 2, 2012 / 1:00 p.m.**

**Public Hearing\* following workshop / 3:00 p.m.**

Southern California Association of Governments (SCAG)  
818 W. 7th Street, 12th Floor  
Los Angeles, CA 90017

*\*Videoconferencing for the Los Angeles public hearing will be available at SCAG's regional offices in Imperial, Orange, Riverside, San Bernardino and Ventura counties.*

## SAN BERNARDINO

**Workshop\*: January 18, 2012 / 1:00 p.m.**

**Public Hearing following workshop / 3:00 p.m.**

San Bernardino Associated Governments (SANBAG)  
Santa Fe Depot  
1170 W. 3rd Street, 2nd Floor (Super Chief Room)  
San Bernardino, CA 92410

*\*Workshop immediately following the 12:00 p.m. SANBAG Plans & Programs Policy Committee meeting*

**Workshop: January 20, 2012 / 10:00 a.m.**

Development Services Building  
Apple Valley Conference Center  
14975 Dale Evans Parkway  
Apple Valley, CA 92307

*\*Workshop immediately following the 9:00 a.m. SANBAG Mountain/Desert Committee meeting*

## RIVERSIDE COUNTY

**Workshop: January 23, 2012 / 10:00 a.m.**

**Public Hearing following workshop / 1:00 p.m.**

County of Riverside Administrative Center  
4080 Lemon Street, 1st Floor (Board Chambers)  
Riverside, CA 92501

**Workshop: January 24, 2012 / 1:00 p.m.**

Coachella Valley Association of Governments  
73-710 Fred Waring Drive, Room 119  
(Executive Committee Board Room)  
Palm Desert, CA 92260

## IMPERIAL COUNTY

**Public Hearing: January 25, 2012 / 2:00 p.m.**

**Workshop following public hearing / 4:00 p.m.**

County of Imperial Administrative Center  
940 Main Street  
El Centro, CA 92243

**Workshop\*: February 2, 2012 / 1:00 p.m.**

SCAG Imperial County Office  
1405 N. Imperial Avenue  
El Centro, CA 92243

*\*Will be available by videoconference from SCAG Main Office in Los Angeles*

## ORANGE COUNTY

**Workshop: January 26, 2012 / 3:00 p.m.**

**Public Hearing following workshop / 5:00 p.m.**

City of Anaheim, Council Chambers  
200 S. Anaheim Boulevard  
Anaheim, CA 92805

**Workshop: February 6, 2012 / 3:00 p.m.**

Brandman University  
16355 Laguna Canyon Road  
Irvine, CA 92618

---

The dates and times for all upcoming workshops and public hearings will be posted on the SCAG website at [www.scag.ca.gov/rtp2012](http://www.scag.ca.gov/rtp2012).

---



**This Page Intentionally Left Blank**

**DATE:** January 5, 2012  
**TO:** Regional Council (RC)  
**FROM:** Wayne Moore, Chief Financial Officer, (213) 236-1804, [moore@scag.ca.gov](mailto:moore@scag.ca.gov)  
**SUBJECT:** FY 2010/11 External Financial Audit

**EXECUTIVE DIRECTOR'S APPROVAL:** 

---

**RECOMMENDED ACTION:**  
For Information Only – No Action Required.

**EXECUTIVE SUMMARY:**  
*SCAG's external independent auditor, Vasquez and Company, completed the FY 2010/11 audit.*

**STRATEGIC PLAN:**  
This item supports SCAG's Strategic Plan Goal 3: Enhance the Agency's Long Term Financial Stability and Fiscal Management.

**BACKGROUND:**  
SCAG's external independent auditors Vasquez and Company, have completed their audit of SCAG's FY 2010/11 financial statements. Copies of the audit reports were distributed electronically in December, 2011 and are available on the web at: <http://scag.ca.gov/publications/index.htm>.

**FISCAL IMPACT:**  
None.

**ATTACHMENT:**  
None.

**This Page Intentionally Left Blank**

**DATE:** January 5, 2012  
**TO:** Executive/Administration Committee (EAC)  
Regional Council (RC)  
**FROM:** Wayne Moore, Chief Financial Officer, (213) 236-1804, [moore@scag.ca.gov](mailto:moore@scag.ca.gov)  
**SUBJECT:** CFO Monthly Report

**EXECUTIVE DIRECTOR'S APPROVAL:** 

---

**RECOMMENDED ACTION:**  
For Information Only-No Action Required.

**STRATEGIC PLAN:**  
This item supports SCAG's Strategic Plan Goal 3: Enhance the Agency's Long Term Financial Stability and Fiscal Management.

**ACCOUNTING**  
Work continued towards the publishing of the final FY 2010/11 Comprehensive Annual Financial Report which will be distributed to the Regional Council members by December 31, 2011. The recommendations made by SCAG's outside independent auditors, Vasquez and Co., LLC, have been implemented. Vasquez is in the process of completing its audit of the Information Technology department and will report the results to the Audit Committee.

**RISK MANAGEMENT**  
Work continued on the action items identified in the Risk Management Evaluation conducted by the California Joint Powers Authority (CalJPIA). SCAG has been utilizing materials from the CalJPIA to clear the action items. A progress report will be provided at the next Audit Committee meeting in January, 2012. All action items are scheduled to be completed by June 2012.

**BUDGET & GRANTS (B&G)**  
On December 2, 2011, Amendment 2 to the FY 2011/12 Overall Work Program was approved by Caltrans; the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA). Amendment 2 will add approximately \$8,975,212 to the budget. The increase incorporates the recently awarded Caltrans Transportation Planning grants, as well as Consolidated Planning Grant funds to continue implementation of the Compass Demonstration Projects. Finally, the amendment adjusts budgets for projects carried over from FY2010/11 and modifies existing project budgets to ensure completion of work required to support the Regional Transportation Plan (RTP) development.

Caltrans has completed its review of the FY 2011/12 First Quarter Progress Report and found the document to be without issues or concerns; therefore, SCAG was informed that a First Quarterly Report meeting will not be necessary.

The development of the FY 2012/13 budget is underway. B&G staff held budget training workshops with the planning staff. The deadline for agency budget input is December 9, 2011.

# REPORT

---

Staff continues to monitor departmental expenditures and progress, and research grant opportunities. In addition, staff is preparing MOUs for the FY 2012 Section 5304 Transportation Planning Grant Program. In late July, Caltrans notified SCAG that a total of seven (7) projects totaling \$1,243,465 were awarded to the SCAG region for Section 5304. The seven (7) projects were included in Amendment 2 of the FY 2011/12 Overall Work Program (OWP).

## **CONTRACTS**

During the month of November 2011, the Contracts Department issued eight (8) Requests for Proposal (RFP); awarded three (3) contracts; issued eight (8) contract amendments, and issued 39 Purchase Orders to support ongoing business and enterprise operations. Staff also administered 83 consultant contracts, as well as five (5) Continuing Cooperative Agreements. Staff continues to implement the FY 2011/12 workload (approximately 30 new contracts).

Contracts staff, continued to negotiate better pricing and reduced costs for services. During the month of November 2011, \$2,496 in budget savings was realized, thus bringing the current FY 2011/212 cumulative budget savings total to approximately \$222,169.

## **ATTACHMENT:**

November/December 2011 CFO Monthly Status Report



SOUTHERN CALIFORNIA  
**ASSOCIATION of GOVERNMENTS**

# **Office of the Chief Financial Officer**

Monthly Status Report

**NOVEMBER 2011**



**SOUTHERN CALIFORNIA  
ASSOCIATION of GOVERNMENTS**

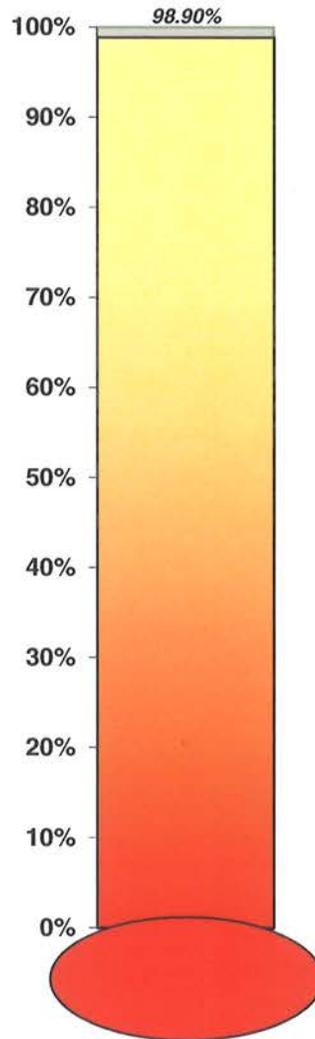
**OVERVIEW**

As of December 5, 2011, there are 189 paid members and 2 memberships pending. There are 5 cities in the SCAG region who are still being recruited for membership

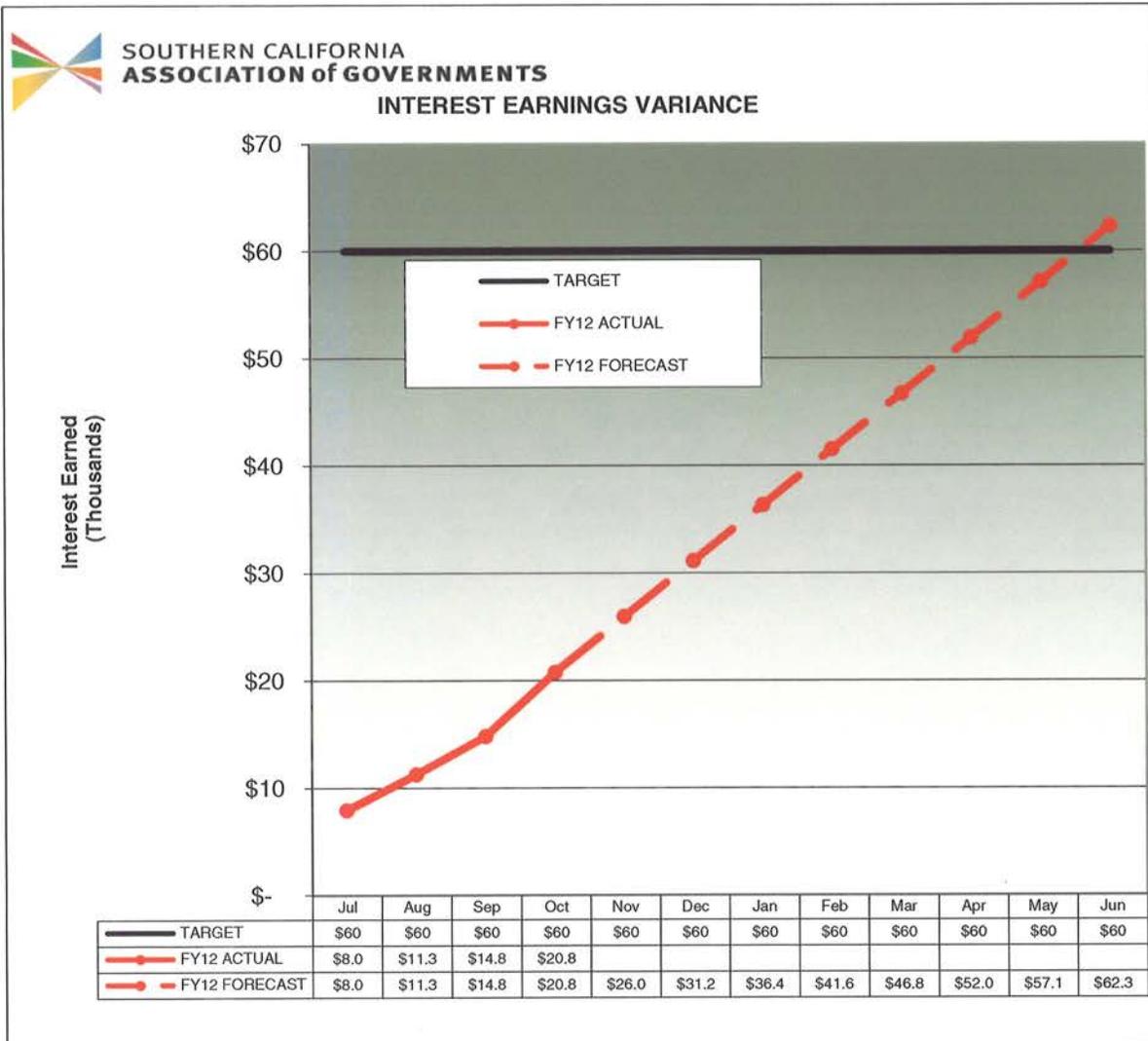
**SUMMARY**

FY12 Membership Dues	<u>\$ 1,777,526.65</u>
Total Collected	<u>\$ 1,757,941.90</u>
Percentage Collected	<u>98.90%</u>

**FY12 Membership  
Dues Collected**



**Office of the CFO**  
Interest Earnings Variance



**OVERVIEW**

Actual interest income is plotted against the target amount. The amount earned through October was \$20,780. The LA County Pool earned 1.1% in October.

**SUMMARY**

The amount projected for FY12 is \$62,340 which is more than the target of \$60,000.

Office of the CFO  
Invoice Aging



SOUTHERN CALIFORNIA  
ASSOCIATION of GOVERNMENTS

INVOICE AGING



OVERVIEW

The percent of total invoices paid within 30 days. The target is to pay 95% of all invoices within 30 days. This goal was not met.

SUMMARY

93.75% of November 2011's payments were made within 30 days of invoice receipt.

At month-end, 28 invoices remained unpaid less than 30 days.

Actual

OVERVIEW

The percent of total invoices paid within 60 and 90 days. The target is to pay 98% of invoices within 60 days and 100% within 90 days.

SUMMARY

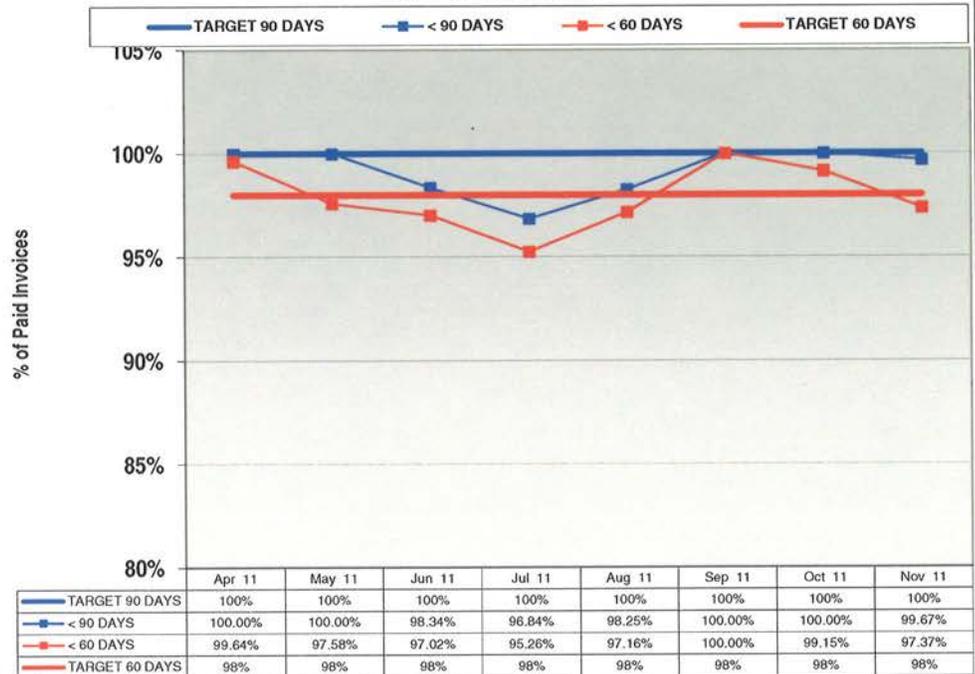
These goals were not met during this period.

97.37% of November 2011's payments were within 60 days of invoice receipt and 99.67% within 90 days. Invoices unpaid 30-60 days totaled 13; 60-90 days: 4; >90 days: 1.



SOUTHERN CALIFORNIA  
ASSOCIATION of GOVERNMENTS

INVOICE AGING



**Office of the CFO**  
Fiscal Year-To-Date Expenditure Report Through November 30, 2011



**COMPREHENSIVE BUDGET**

		Adopted Budget	Amended Budget	Expenditures	Commitments	Budget Balance	% Budget Spent
1	Staff & Fringe Benefits	469,069	469,069	293,008		176,061	62.5%
2	51000 Indirect Costs	435,969	435,969	272,322		163,647	62.5%
3	54300 SCAG Consultants	336,000	336,000	34,196	210,847	90,957	10.2%
4	54340 Legal costs	75,000	75,000			75,000	0.0%
5	54350 Professional Services	25,000	13,465	2,500		10,965	18.6%
6	54400 Subregional Delegation	300,000	300,000			300,000	0.0%
7	55441 Payroll, bank fees	4,332	4,332			4,332	0.0%
8	55600 SCAG Memberships	59,000	71,455	71,455		(0)	100.0%
9	55730 Capital Outlay	1,049,833	1,049,833	17,691	1,610	1,030,532	1.7%
10	55835 SCAG Conference		350	350		-	100.0%
11	55910 RC/Committee Meetings	8,237	8,237	6,000		2,237	72.8%
12	55914 RC General Assembly	205,000	205,000			205,000	0.0%
13	55920 Other Meeting Expense	51,400	35,198	32,204		2,994	91.5%
14	55930 Miscellaneous other	22,000	36,932	36,932		(0)	100.0%
15	55940 Stipend - RC Meetings	190,000	190,000	85,800		104,200	45.2%
16	55972 Rapid Pay Fees	900	900	450		450	50.0%
17	58100 Travel - outside SCAG region	15,500	15,500	9,859		5,641	63.6%
18	58101 Travel - local	21,600	21,600	6,085		15,515	28.2%
19	58110 Mileage - local	18,000	18,000	9,283		8,717	51.6%
20	58150 Staff Lodging Expense	2,400	2,400	1,346		1,054	56.1%
21	58800 RC Sponsorships	43,500	43,500	30,900		12,600	71.0%
22	<b>Total General Fund</b>	<b>3,332,740</b>	<b>3,332,740</b>	<b>910,382</b>	<b>212,457</b>	<b>2,209,901</b>	<b>27.3%</b>
23							
24	Staff & Fringe Benefits	11,008,215	11,008,215	4,411,576		6,596,639	40.1%
25	51000 Indirect Costs	10,277,888	10,277,888	4,100,118		6,177,770	39.9%
26	54300 SCAG Consultants	10,434,836	10,434,836	1,362,130	8,210,834	861,872	13.1%
27	54330 Subregional Consultants	81,000	81,000	19,180	61,820	(0)	23.7%
28	54350 Professional Services	226,000	226,000	18,564	175,987	31,449	8.2%
29	55210 Software Support	30,000	34,566	34,566		(0)	100.0%
30	55280 Third Party Contribution	2,755,975	2,755,975	7,015	10,663	2,738,297	0.3%
31	55620 Resource Materials - subscriber	129,000	129,000	5,944	19	123,037	4.6%
32	55920 Other Meeting Expense	14,582	10,016	9,293		723	92.8%
33	55930 Miscellaneous - other	71,000	71,000	12,247	4,078	54,675	17.2%
34	55950 Temporary Help	50,000	50,000	60,194	-		120.4%
35	56100 Printing	122,830	122,830	3,802		119,029	3.1%
36	58100 Travel	88,810	88,810	23,444		65,366	26.4%
37	58110 Mileage	26,600	26,600	11,482		15,118	43.2%
38	<b>Total OWP</b>	<b>35,316,736</b>	<b>35,316,736</b>	<b>10,079,553</b>	<b>8,463,401</b>	<b>16,783,975</b>	<b>28.5%</b>
39							
40	<b>Comprehensive Budget</b>	<b>38,649,476</b>	<b>38,649,476</b>	<b>10,989,935</b>	<b>8,675,858</b>	<b>18,993,876</b>	<b>28.4%</b>

Office of the CFO

Fiscal Year-To-Date Expenditure Report Through November 30, 2011



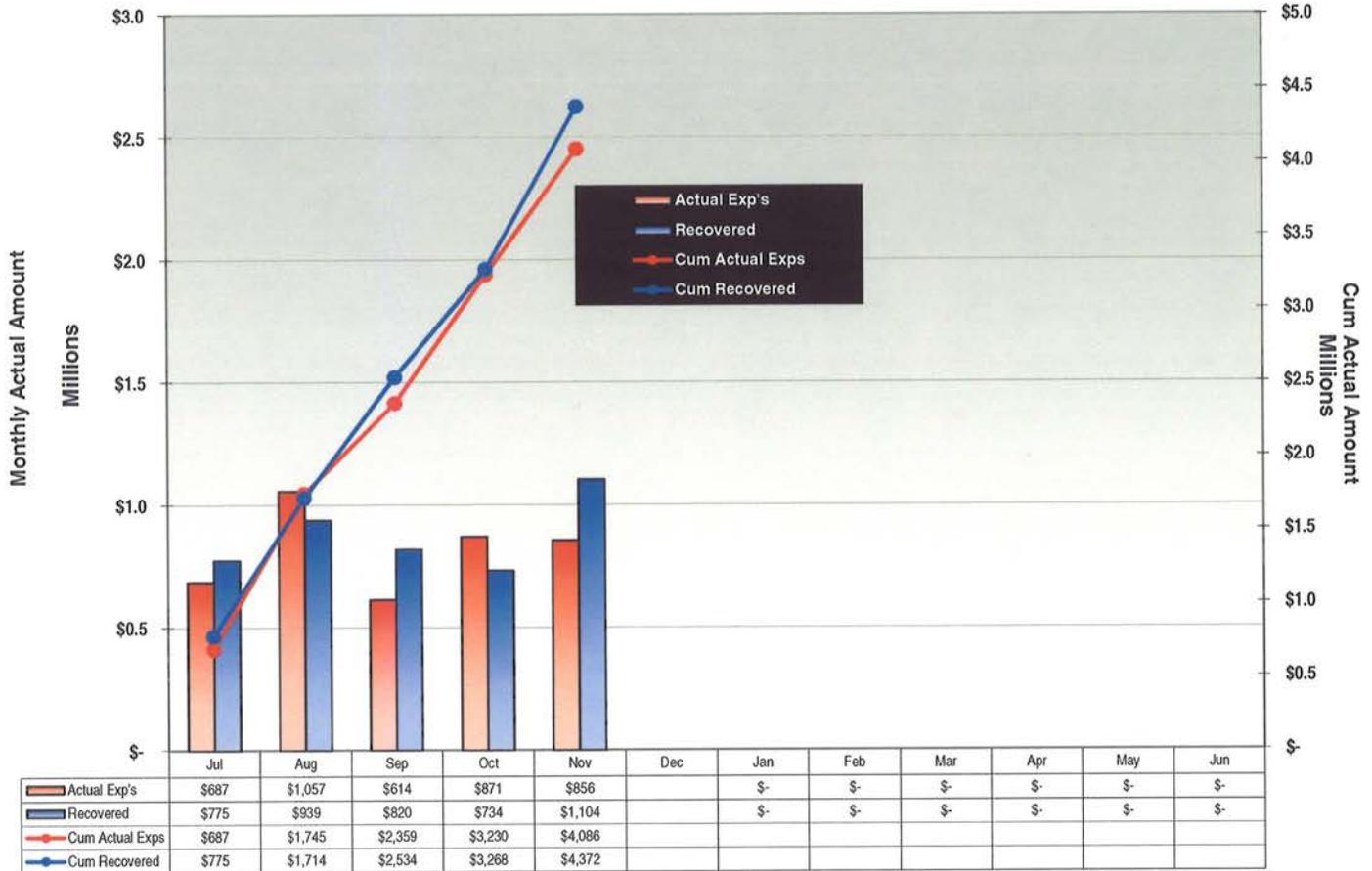
INDIRECT COSTS

		Adopted Budget	Amended Budget	Expenditures	Commitments	Budget Balance	% Budget Spent
1	50010 Regular Staff	3,476,877	3,473,715	1,372,464		2,101,251	39.5%
2	50013 Regular OT		720	720		(0)	100.0%
3	50014 Interns, Temps, Annuit		7,010	7,010		0	100.0%
4	51000 Allocated Fringe Benefits	2,326,067	2,326,067	909,307		1,416,760	39.1%
5	54300 SCAG Consultants	230,416	230,416		118,022	112,394	51.2%
6	54340 Legal	250,000	250,000	5,199.00	45,120	199,681	18.0%
7	54350 Prof Svcs	647,700	633,683	162,253.29	373,937	97,492	59.0%
8	55210 Software Support	412,188	412,188	189,250.58	35,883	187,055	8.7%
9	55220 Hardware Supp	197,530	197,530	67,849.07	14,436	115,245	7.3%
10	55240 Repair & Maint Non-IT	19,684	19,684	7,222.31	12,462	(0)	63.3%
11	55400 Office Rent 818 Offices	1,521,000	1,521,000	635,120.01	885,880	0	58.2%
12	55410 Office Rent Satellite	155,000	155,000	71,214.18	83,786	(0)	54.1%
13	55420 Equip Leases	115,000	115,000	41,645.81	60,653	12,702	52.7%
14	55430 Equip Repairs & Maint	44,244	44,244	17,775.96	26,468	(0)	59.8%
15	55440 Insurance	249,103	249,103	105,987.90		143,115	0.0%
16	55441 Payroll / Bank Fees	9,600	9,600	4,703.04		4,897	0.0%
17	55460 Mater & Equip < \$5,000	168,500	168,500	45,017.52	12,188	111,294	7.2%
18	55510 Office Supplies	110,000	110,000	43,937.38	66,062	0	60.1%
19	55520 Graphic Supplies	38,000	38,000	6,762.45	1,366	29,871	3.6%
20	55530 Telephone	135,500	135,500	70,991.97	64,508	(0)	47.6%
21	55540 Postage	30,000	30,000	20,000.00		10,000	0.0%
22	55550 Delivery Services	11,800	11,800	1,700.34	10,099	0	85.6%
23	55600 Scag Memberships	18,000	18,000	16,460.67		1,539	0.0%
24	55610 Prof Memberships	2,910	4,867	4,867.00		-	0.0%
25	55620 Res Mats/Subscrip	57,850	57,850	15,694.93	730	41,425	1.3%
26	55700 Deprec - Furn & Fixt	28,000	28,000			28,000	0.0%
27	55710 Deprec - Computer Equipment	144,495	144,495			144,495	0.0%
28	55720 Amortiz - Leasehold Improvements	16,330	16,330			16,330	0.0%
29	55800 Recruitment Notices	5,000	5,000	4,892.02		108	0.0%
30	55801 Recruitment - other	5,000	5,000	1,627.62	3,372	0	67.4%
31	55810 Public Notices	5,000	5,000			5,000	0.0%
32	55820 Training	160,000	135,000	45,852.05	55,235	33,913	40.9%
33	55830 Conference/workshops	17,350	17,350	2,939.00		14,411	0.0%
34	55920 Other Mtg Exp	50,000	50,000	464.77		49,535	0.0%
35	55930 Miscellaneous - other	85,000	85,000	15,074.38	4,241	65,684	5.0%
36	55950 Temp Help	72,000	135,171	135,170.70		0	0.0%
37	56100 Printing	61,500	30,821	6,262.24	2,846	21,712	9.2%
38	58100 Travel - Outside	54,150	54,150	34,097.98		20,052	0.0%
39	58101 Travel - Local	8,000	8,000	4,008.26		3,992	0.0%
40	58110 Mileage - Local	9,025	10,529	10,528.93		0	0.0%
41	58150 Staff lodging Expense	17,000	15,496	234.50		15,262	0.0%
42	58200 Travel - registration	2,000	2,000			2,000	0.0%
43	58450 Fleet Vehicle	8,200	8,200	2,054.40	6,145	0	74.9%
44	<b>Total Indirect Cost</b>	<b>10,975,019</b>	<b>10,975,019</b>	<b>4,086,361</b>	<b>1,883,442</b>	<b>5,005,216</b>	<b>37.2%</b>



**SOUTHERN CALIFORNIA  
ASSOCIATION of GOVERNMENTS**

**FY12 INDIRECT COST & RECOVERY**



**OVERVIEW**

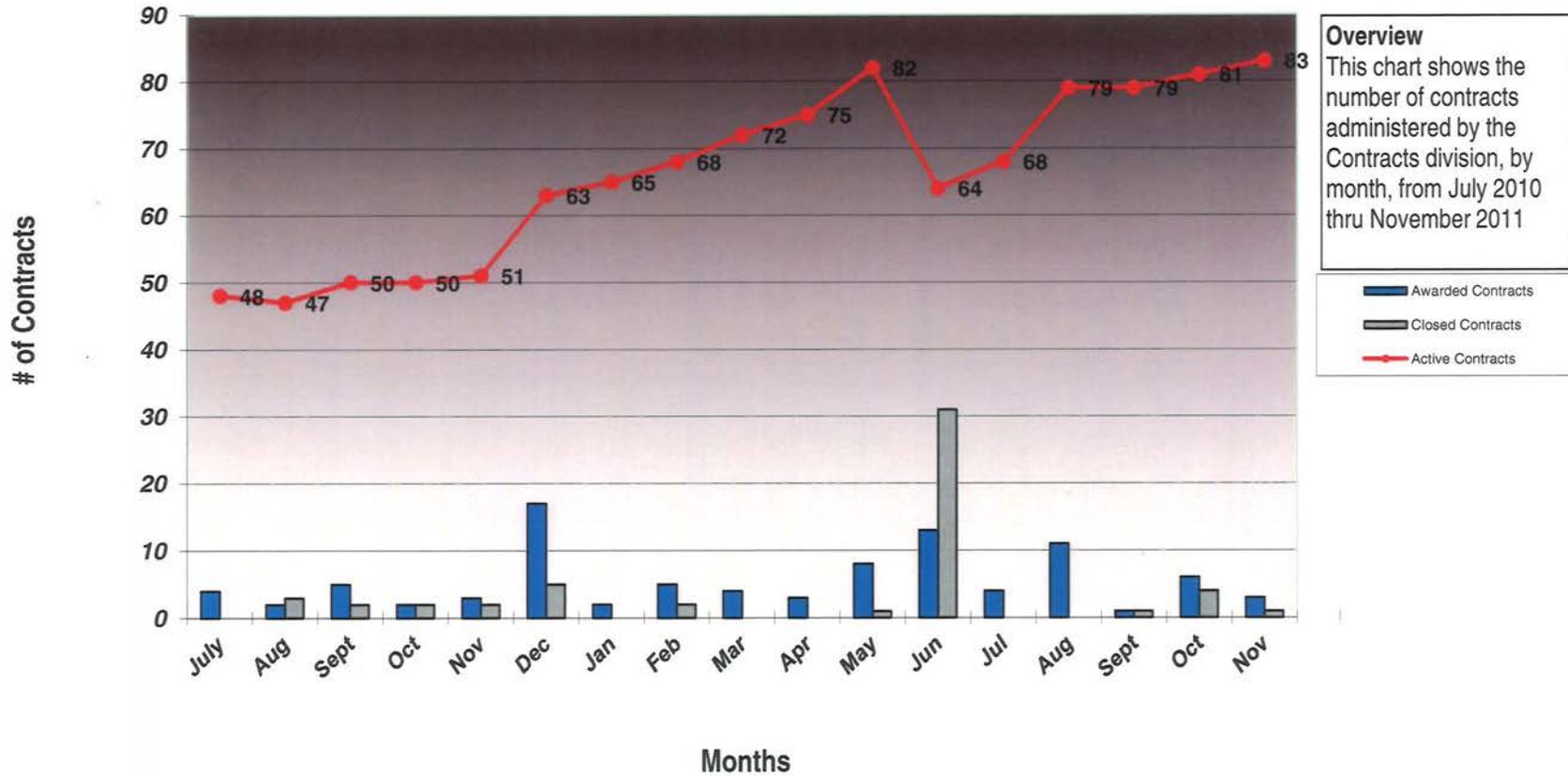
A comparison of Indirect Cost (IC), incurred by SCAG vs. IC recovered from SCAG's grants.

**SUMMARY**

Through November 2011, SCAG was over-recovered by \$286,079. This was due to lower than expected indirect cost expenditures.

	10/31/2011	11/30/2011	Incr (decr) to equity	COMMENTS
Cash at Bank of the West	\$ 375,657	\$ (62,974)		
LA County Investment Pool	\$ 6,393,777	\$ 6,316,769		
Cash & Investments	\$ 6,769,434	\$ 6,253,795	\$ (515,639)	AR went up
Accounts Receivable	\$ 3,652,208	\$ 4,516,876	\$ 864,668	Oct & Nov CPG billings outstanding
Other Current Assets	\$ 137,051	\$ (116,374)	\$ (253,425)	Nov saw large IC over-recovery
Fixed Assets - Net Book Value	\$ 1,272,892	\$ 1,272,892	\$ -	No change
<b>Total Assets</b>	<b>\$ 11,831,586</b>	<b>\$ 11,927,189</b>	<b>\$ 95,603</b>	
Accounts Payable	\$ (302,945)	\$ (250,597)	\$ 52,348	Minimal change
Employee-related Liabilities	\$ (314,699)	\$ (442,837)	\$ (128,138)	Minimal change
Deferred Revenue	\$ (43,769)	\$ (42,786)	\$ 983	Minimal change
<b>Total Liabilities and Deferred Revenue</b>	<b>\$ (661,413)</b>	<b>\$ (736,220)</b>	<b>\$ (74,806)</b>	
<b>Fund Balance</b>	<b>\$ 11,170,173</b>	<b>\$ 11,190,969</b>	<b>\$ 20,797</b>	
<b>WORKING CAPITAL</b>				
	10/31/2011	11/30/2011	Incr (decr) to working capital	
Cash	\$ 6,769,434	\$ 6,253,795	\$ 515,639	
Accounts Receivable	\$ 3,652,208	\$ 4,516,876	\$ (864,668)	
Accounts Payable	\$ (302,945)	\$ (250,597)	\$ (52,348)	
Employee-related Liabilities	\$ (314,699)	\$ (442,837)	\$ 128,138	
<b>Working Capital</b>	<b>\$ 9,803,998</b>	<b>\$ 10,077,237</b>	<b>\$ (273,239)</b>	

## SCAG Contracts (Year to Date)



**Overview**  
 This chart shows the number of contracts administered by the Contracts division, by month, from July 2010 thru November 2011

■ Awarded Contracts  
■ Closed Contracts  
—●— Active Contracts



**Summary**

The chart shows that the Contract Division is managing 83 active consultant contracts. Twenty of these contracts are fixed price, 50 are Cost Plus Fixed Fee contracts, and the remaining 13 are Time and Materials (T&M) contracts (includes Labor Hour and Retainer contracts). The Contracts Division anticipates issuing approximately 30 contracts for FY 2011/12. Note, due to the nature of SCAG's work, the majority of SCAG contracts have a one year term and end on June 30th each year.



Office of the CFO  
Staffing Report as of December 1, 2011

<b>GROUPS</b>	<b>Authorized Positions</b>	<b>Filled Positions</b>	<b>Vacant Positions</b>
Executive	3	3	0
Legal	3	2	1
Strategy, Policy & Public Affairs	20	18	2
Administration	34	34	0
Planning & Programs	50	50	0
<b>Total</b>	<b>110</b>	<b>107</b>	<b>3</b>

**OTHER POSITIONS**

<b>GROUPS</b>	<b>Limited Term Positions</b>	<b>Temp Positions</b>	<b>Agency Temps</b>
Executive	0	0	0
Legal	1	0	0
Strategy, Policy & Public Affairs	1	4	3
Administration	9	2	1
Planning & Programs	12	8	0
<b>Total</b>	<b>23</b>	<b>14</b>	<b>4</b>