



SOUTHERN CALIFORNIA
ASSOCIATION OF GOVERNMENTS
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REGIONAL COUNCIL OFFICERS

President
Margaret E. Finlay, Duarte

First Vice President
Alan D. Wapner, Ontario

Second Vice President
Bill Jahn, Big Bear Lake

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Michele Martinez, Santa Ana

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Margaret E. Finlay, Duarte

Community, Economic &
Human Development
Rex Richardson, Long Beach

Energy & Environment
Carmen Ramirez, Oxnard

Transportation
Curt Hagman, San Bernardino County

ANNUAL MEETING

GENERAL ASSEMBLY

Please Note Date and Time
Thursday, May 3, 2018
11:00 a.m. – 12:00 p.m.

RENAISSANCE INDIAN WELLS RESORT & SPA
CRYSTAL BALLROOM
44400 Indian Wells Lane
Indian Wells, CA 92210
(760) 773-4444

If members of the public wish to review the attachments or have any questions on any of the agenda items, please contact Tess Rey-Chaput at (213) 236-1908 or via email at REY@scag.ca.gov. Agendas & Minutes for the General Assembly are also available at: www.scag.ca.gov/committees

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BUSINESS MEETING AGENDA

Southern California Association of Governments
Renaissance Indian Wells Resort & Spa
44-400 Indian Wells Lane, Indian Wells, CA 92210
Thursday, May 3, 2018

The General Assembly 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 AND PLEDGE OF ALLEGIANCE
(The Honorable Margaret E. Finlay, 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 General Assembly, must fill out a Public Comment Card and present to the Clerk prior to speaking. Comments will be limited to three (3) minutes per speaker. The President has the discretion to reduce the time limit based upon the number of speakers and may limit the total time for all public comments to twenty (20) minutes.

REVIEW AND PRIORITIZE AGENDA ITEMS

ACTION ITEMS

Page No.

- 1. Fiscal Year 2018-19 General Fund Budget and Membership Assessment Schedule
(Hasan Ikhata, Executive Director) Attachment 1

Recommended Action: As recommended by the Regional Council, that the General Assembly adopt the FY 2018-19 General Fund Budget and Membership Assessment Schedule. Authorize the Executive Director and the Chief Financial Officer to make adjustments that may be necessary after adoption of the budget (i.e. changes in membership assessment revenue, allocated fringe benefits and indirect cost allocations, etc.)

- 2. Ratification of 2018-19 SCAG Board Officers
(Hasan Ikhata, Executive Director) Attachment 13

Recommended Action: Ratify the Regional Council's approval of the 2018-19 SCAG Board Officer positions.



ACTION ITEMS - continued

Page No.

- | | | |
|--|-------------------|-----------|
| 3. Consideration of Proposed Amendments to the SCAG Bylaws
<i>(Hasan Ikhmeta, Executive Director)</i> | Attachment | 14 |
|--|-------------------|-----------|

Recommended Action: That the General Assembly approve the following proposed Bylaw amendments put forth by the Hon. Margaret Finlay and Hon. Pam O'Connor and by SCAG staff, acting on behalf of the Executive Director.

CONSENT CALENDAR

Approval Item

- | | | |
|--|-------------------|-----------|
| 4. Minutes of the General Assembly Meeting – May 4, 2017 | Attachment | 53 |
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Receive and File

- | | | |
|-------------------|-------------------|-----------|
| 5. Year in Review | Attachment | 59 |
|-------------------|-------------------|-----------|

PRESIDENT'S REPORT

- Recognition of Outgoing President Margaret Finlay, City of Duarte
- Recognition of Incoming President Alan D. Wapner, City of Ontario

ADJOURNMENT

The next regular meeting of the General Assembly is scheduled for Thursday, May 2, 2019 at the JW Marriott Desert Springs Resort & Spa, 74-855 Country Club Drive, Palm Desert, CA 92260.



Southern California Association of Governments
General Assembly – Business Meeting
Agenda Item No. 1
May 3, 2018

To: General Assembly

EXECUTIVE DIRECTOR'S
APPROVAL

From: Regional Council

A handwritten signature in blue ink, appearing to read "Howard K. Henth", is written over the "EXECUTIVE DIRECTOR'S APPROVAL" text.

Subject: Fiscal Year (FY) 2018-19 General Fund Budget and
Membership Assessment Schedule

RECOMMENDED ACTION:

As recommended by the Regional Council, that the General Assembly adopt the FY 2018-19 General Fund Budget and Membership Assessment Schedule. Authorize the Executive Director and the Chief Financial Officer to make adjustments that may be necessary after adoption of the budget (i.e. changes in membership assessment revenue, allocated fringe benefits and indirect cost allocations, etc.)

EXECUTIVE SUMMARY:

The General Fund (GF) is the designated financial resource for the operating budget of the Regional Council (RC). It is adopted annually by the General Assembly upon the recommendation of the RC. The FY 2018-19 General Fund Budget and Membership Assessment Schedule were approved by the RC on March 1, 2018.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan Goal 7, Objective B: Maximize Efficiency and Effectiveness in Resource Allocation to Maintain Adequate Working Capital, Appropriate Reserves, and Investments, and Utilize Resources in a Timely and Responsible Fashion.

DISCUSSION:

The General Fund supports SCAG activities that are not funded by federal and state grant funds. The General Fund also pays for lobbying costs, legal fees, and other costs which are otherwise not allowable charges to the grants. The proposed General Fund budget of \$2,610,612 is \$1,128,191, or 30%, less than the FY 2017-18 budget of \$3,738,803, which included tenant improvement costs for SCAG's new office space. The proposed Membership Assessment total of \$2,053,962 is \$79,659, or 4%, more than the FY 2017-18 total of \$1,974,303.

FISCAL IMPACT:

Approval of the General Fund provides financial resources for all activities associated with the Regional Council for FY 2018-19.

ATTACHMENT:

FY 2018-19 General Fund Budget and Membership Assessment Schedule

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Southern California Association of Governments

General Fund Budget

Proposed Fiscal Year 2018-19

General Fund Budget

General Fund Line Item Budget

The following table shows General Fund revenues and expenditures by task.

		FY17 ACTUAL	FY18 AMEND NO.1 BUDGET	FY19 PROPOSED BUDGET	FY18 AMEND NO.1 TO FY19 PROPOSED INCR (DECR)
REVENUE:	Membership Dues:				
	Counties	297,899	300,111	307,523	7,412
	Cities	1,543,468	1,569,192	1,637,939	68,747
	Commissions	85,000	85,000	88,500	3,500
	Transportation Corridor Agency	10,000	10,000	10,000	-
	Air Districts	3,333	10,000	10,000	-
	Sub-total	1,939,700	\$ 1,974,303	\$ 2,053,962	\$ 79,659
	Interest	114,318	95,000	95,000	-
	Other	52,574	85,000	121,650	36,650
	General Assembly Sponsorships & Registrations	327,515	284,500	340,000	55,500
Transfer from Reserves	-	1,300,000	-	(1,300,000)	
Sub-total	494,408	\$ 1,764,500	\$ 556,650	\$ (1,207,850)	
Total Revenues		2,434,108	\$ 3,738,803	\$ 2,610,612	\$ (1,128,191)
EXPENDITURES:					
Task .01 Regional Council	Regional Council:				
	Staff Time	1,323	9,634	9,904	270
	Legal Services	97,650	105,000	105,000	-
	Miscellaneous Other	5,917	1,000	1,000	-
	Networking Mtgs/Special Events	14,846	15,000	15,000	-
	Other Meeting Expense	53,134	20,000	20,000	-
	Printing	-	500	500	-
	RC/Committee Meeting	5,199	25,000	25,000	-
	RC Retreat	9,796	5,000	5,000	-
	Stipends	209,340	215,925	215,925	-
	Travel - Outside	57,207	35,000	35,000	-
	Travel - Local	29,843	25,000	25,000	-
	Travel - Reg Fees	13,559	1,000	-	(1,000)
Mileage - Local	20,145	20,000	20,000	-	
Task sub-total	517,959	\$ 478,059	\$ 477,329	\$ (730)	
Task 0.02 Legislative	External Legislative:				
	Staff Time	-	10,365	6,575	(3,790)
	Federal Lobbyist	-	112,247	119,000	6,753
	Other Meeting Expense	25,538	20,000	20,000	-
	Resource Materials / Subscriptions	1,340	-	-	-
State Lobbyist	89,718	95,850	95,850	-	
Task sub-total	116,596	\$ 238,462	\$ 241,425	\$ 2,963	
Task .03 RHNA	RHNA:				
	Staff Time	-	138,382	195,782	57,400
	Legal Services	-	-	75,000	75,000
Task sub-total	-	\$ 138,382	\$ 270,782	\$ 132,400	

General Fund Budget

General Fund Line Item Budget (continued...)

		FY17 ACTUAL	FY18 AMEND NO.1 BUDGET	FY19 PROPOSED BUDGET	FY18 AMEND NO.1 TO FY19 PROPOSED INCR (DECR)
Task .04 Other	Other:				
	Staff Time	4,290	8,177	10,924	2,747
	Bank Fees	16,259	12,500	12,500	-
	Contingency	15,390	-	-	-
	Demographic Workshop	27,551	18,000	18,000	-
	Economic Summit	92,328	80,000	80,000	-
	Housing Summit	107,565	40,000	40,000	-
	Miscellaneous Other	8,787	11,000	11,000	-
	Office Supplies	25,700	25,000	25,000	-
	Other Meeting Expense	36,572	-	-	-
	Professional Memberships	10,998	11,500	11,500	-
	SCAG Consultant	143,931	60,000	60,000	-
	SCAG Memberships	75,798	21,250	22,000	750
	Scholarships	24,000	32,000	32,000	-
	Security Services	64,935	-	-	-
	Sponsorships	144,058	135,000	135,000	-
	Travel	728	4,500	4,500	-
Travel - Local	283	500	500	-	
Staff Lodging Expense	8,411	-	-	-	
Mileage - Local	443	500	500	-	
	Task sub-total	808,025	\$ 459,927	\$ 463,424	\$ 3,497
Task .06 GA	General Assembly				
	Staff Time	16,652	13,783	26,372	12,589
	General Assembly	496,545	500,000	375,000	(125,000)
	Printing	-	5,000	25,000	20,000
	Mileage	423	1,000	3,000	2,000
	Task sub-total	513,620	\$ 519,783	\$ 429,372	\$ (90,411)
Task .07 LHI	Leasehold Improvements				
	Leasehold Improvements	-	900,000	-	(900,000)
	Task sub-total	-	\$ 900,000	\$ -	\$ (900,000)
Task .10 Capital	Capital Outlay > \$5K				
	Capital Outlay	-	400,000	-	(400,000)
		-	\$ 400,000	\$ -	\$ (400,000)
Task .11 Public Records Administration	Public Records Administration				
	Staff Time	2,710	21,787	20,658	(1,129)
		2,710	\$ 21,787	\$ 20,658	\$ (1,129)

General Fund Budget

General Fund Line Item Budget (continued...)

		FY17 ACTUAL	FY18 AMEND NO.1 BUDGET	FY19 PROPOSED BUDGET	FY18 AMEND NO.1 TO FY19 PROPOSED INCR (DECR)
Task .13 Sustainability Project	Sustainability Project				
	SCAG Consultant	33,619	-	-	-
		33,619	\$ -	\$ -	\$ -
Task .14 International Collaboration	International Collaboration				
	Staff Time	50,452	27,583	9,514	(18,069)
	Miscellaneous Other	131	-	-	-
	Other Meeting Expense	664	5,000	-	(5,000)
	Printing	-	5,000	5,000	-
	Travel	12,201	5,000	5,000	-
	Travel - Local	625	-	-	-
Mileage	197	-	-	-	
		64,270	\$ 42,583	\$ 19,514	\$ (23,069)
Task .16 El Segundo Litigation	El Segundo Litigation				
	Staff Time	16,441	-	-	-
	Legal Services	50,340	-	-	-
	SCAG Consultant	2,114	-	-	-
		68,895	\$ -	\$ -	\$ -
Task .17 El Segundo Litigation Joe Silvey	El Segundo Litigation - Joe Silvey				
	Legal Services	44,926	-	-	-
		44,926	\$ -	\$ -	\$ -
Task .19 El Segundo Litigation PC Law Group	El Segundo Litigation - PC Law Group				
	Legal Services	5,151	-	-	-
		5,151	\$ -	\$ -	\$ -
Task .20 Go Human Events	Go Human Events				
	Go Human	20,330	-	-	-
		20,330	\$ -	\$ -	\$ -
Task .21 Other Litigation	Other Litigation				
	Staff Time	10,896	-	-	-
		10,896	\$ -	\$ -	\$ -
Total for all tasks		2,206,998	\$ 3,198,983	\$ 1,922,504	\$ (1,276,479)
Allocated Fringe Benefits		81,047	176,347	220,986	44,639
Allocated Indirect Costs		146,203	363,473	467,122	103,649
Total		2,434,248	\$ 3,738,803	\$ 2,610,612	\$ (1,128,191)

Totals may not add due to rounding

Southern California Association of Governments

Membership Assessment

Proposed Fiscal Year 2018-19

Membership Assessment Schedule

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS

Proposed Membership Assessment Schedule

Fiscal Year 2018-19
as of February 1, 2018

	UNINC POP COUNTIES/TOTAL POP CITIES	ASSESSMENTS 2018-19
<u>COUNTIES (6)</u>		
IMPERIAL	40,087	7,188
LOS ANGELES	1,053,030	131,892
ORANGE	125,792	36,574
RIVERSIDE	373,755	59,390
SAN BERNARDINO	308,906	53,423
VENTURA	98,424	19,056
SUB-TOTAL	1,999,994	307,523
<u>CITIES (189)</u>		
ADELANTO	34,273	3,654
AGOURA HILLS	21,018	2,184
ALHAMBRA	86,922	8,498
ALISO VIEJO	50,312	5,129
ANAHEIM	358,546	33,741
APPLE VALLEY	74,701	7,373
ARCADIA	57,374	5,779
ARTESIA	16,816	1,797
AVALON	3,718	442
AZUSA	49,762	5,079
BALDWIN PARK	75,537	7,450
BANNING	31,068	3,359
BARSTOW	24,248	2,481
BEAUMONT	46,179	4,749
BELL	36,408	3,850
BELLFLOWER	76,657	7,553
BELL GARDENS	42,824	4,440
BEVERLY HILLS	34,646	3,688
BIG BEAR LAKE	5,047	564
BLYTHE	19,660	2,059
BRADBURY	1,107	202
BRAWLEY	26,928	2,978
BREA	44,214	4,568
BUENA PARK	83,884	8,218
BURBANK	105,033	10,414
CALABASAS	24,202	2,477

Membership Assessment Schedule

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS

Proposed Membership Assessment Schedule

Fiscal Year 2018-19
as of February 1, 2018

	UNINC POP COUNTIES/TOTAL POP CITIES	ASSESSMENTS 2018-19
CALEXICO	40,921	4,265
CALIMESA	8,637	895
CALIPATRIA	7,555	795
CAMARILLO	69,623	6,906
CANYON LAKE	10,891	1,252
CARSON	93,674	9,119
CATHEDRAL CITY	54,557	5,520
CERRITOS	50,039	5,104
CHINO	88,026	8,599
CHINO HILLS	80,676	7,923
CLAREMONT	36,225	3,833
COACHELLA	45,551	4,691
COLTON	53,879	5,458
COMMERCE	13,064	1,452
COMPTON	100,050	9,956
CORONA	167,759	16,186
COSTA MESA	114,044	11,243
COVINA	49,011	5,010
CUDAHY	24,411	2,496
CULVER CITY	40,103	4,190
CYPRESS	49,655	5,069
DANA POINT	33,699	3,601
DESERT HOT SPRINGS	29,111	3,179
DIAMOND BAR	57,066	5,751
DOWNEY	113,832	11,224
DUARTE	22,033	2,277
EASTVALE	64,613	6,445
EL CENTRO	45,628	4,698
EL MONTE	114,268	11,264
EL SEGUNDO	16,717	1,788
FILLMORE	15,683	1,693
FONTANA	212,786	20,329
FOUNTAIN VALLEY	56,709	5,718
FULLERTON	142,234	13,837
GARDEN GROVE	176,277	16,970
GARDENA	60,721	6,087
GLENDALE	201,748	19,313
GLENDORA	52,608	5,341
GRAND TERRACE	12,435	1,394
HAWAIIAN GARDENS	14,753	1,607

Membership Assessment Schedule

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS

Proposed Membership Assessment Schedule

Fiscal Year 2018-19
as of February 1, 2018

	UNINC POP COUNTIES/TOTAL POP CITIES	ASSESSMENTS 2018-19
HAWTHORNE	87,662	8,566
HEMET	81,868	8,033
HERMOSA BEACH	19,616	2,055
HESPERIA	94,133	9,161
HIDDEN HILLS	1,885	273
HIGHLAND	54,377	5,503
HOLTVILLE	6,255	676
HUNTINGTON BEACH	197,574	18,929
HUNTINGTON PARK	59,383	5,964
IMPERIAL	18,658	1,967
INDIAN WELLS	5,450	601
INDIO	88,718	8,663
INDUSTRY	440	140
INGLEWOOD	114,900	11,322
IRVINE	267,086	25,325
IRWINDALE	1,423	231
JURUPA VALLEY	101,315	10,072
LA CANADA FLINTRIDGE	20,497	2,136
LA HABRA	62,084	6,212
LA HABRA HEIGHTS	5,463	603
LA MIRADA	49,434	5,049
LA PALMA	15,984	1,721
LA PUENTE	40,455	4,222
LA QUINTA	40,677	4,243
LA VERNE	33,174	3,552
LAGUNA BEACH	23,505	2,413
LAGUNA HILLS	31,544	3,402
LAGUNA NIGUEL	66,689	6,636
LAGUNA WOODS	16,319	1,752
LAKE ELSINORE	62,092	6,213
LAKE FOREST	84,931	8,315
LAKESWOOD	79,272	7,794
LANCASTER	157,820	15,271
LAWDALE	33,365	3,570
LOMA LINDA	24,528	2,507
LOMITA	20,403	2,127
LONG BEACH	480,173	44,932
LOS ALAMITOS	11,739	1,330
LOS ANGELES	4,041,707	373,137
LYNWOOD	71,997	7,125

Membership Assessment Schedule

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS

Proposed Membership Assessment Schedule

Fiscal Year 2018-19
as of February 1, 2018

	UNINC POP COUNTIES/TOTAL POP CITIES	ASSESSMENTS 2018-19
MALIBU	12,742	1,422
MANHATTAN BEACH	35,488	3,765
MAYWOOD	28,016	3,078
MENIFEE	90,660	8,842
MISSION VIEJO	96,718	9,399
MONROVIA	38,514	4,044
MONTCLAIR	39,122	4,100
MONTEBELLO	63,917	6,381
MONTEREY PARK	61,606	6,169
MOORPARK	36,828	3,889
MORENO VALLEY	206,750	19,774
MURRIETA	114,914	11,323
NEEDLES	5,044	564
NEWPORT BEACH	84,915	8,313
NORCO	26,882	2,973
NORWALK	105,526	10,460
OJAI	7,553	795
ONTARIO	174,283	16,786
OXNARD	207,772	19,868
PALM DESERT	50,740	5,169
PALM SPRINGS	47,379	4,859
PALMDALE	158,605	15,344
PALOS VERDES ESTATES	13,663	1,507
PARAMOUNT	55,923	5,646
PASADENA	143,333	13,938
PERRIS	75,739	7,469
PICO RIVERA	64,046	6,393
PLACENTIA	52,268	5,309
POMONA	155,306	15,040
PORT HUENEME	22,808	2,349
RANCHO CUCAMONGA	177,324	17,066
RANCHO MIRAGE	18,295	1,933
RANCHO PALOS VERDES	42,884	4,446
REDLANDS	69,851	6,927
REDONDO BEACH	68,907	6,840
RIALTO	106,528	10,552
RIVERSIDE	326,792	30,819
ROLLING HILLS	1,922	277
ROLLING HILLS ESTATES	8,059	842
ROSEMEAD	54,984	5,559

Membership Assessment Schedule

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS

Proposed Membership Assessment Schedule

Fiscal Year 2018-19
as of February 1, 2018

	UNINC POP COUNTIES/TOTAL POP CITIES	ASSESSMENTS 2018-19
SAN BERNARDINO	216,972	20,714
SAN BUENAVENTURA	109,275	10,805
SAN CLEMENTE	65,975	6,571
SAN DIMAS	34,231	3,650
SAN FERNANDO	24,486	2,503
SAN GABRIEL	41,020	4,274
SAN JACINTO	47,925	4,910
SAN JUAN CAPISTRANO	36,262	3,837
SAN MANUEL BAND OF MISSION INDIANS	200	118
SAN MARINO	13,467	1,489
SANTA ANA	341,341	32,158
SANTA CLARITA	216,350	20,657
SANTA FE SPRINGS	18,291	1,933
SANTA MONICA	93,834	9,134
SANTA PAULA	30,654	3,321
SEAL BEACH	24,890	2,540
SIERRA MADRE	11,010	1,263
SIGNAL HILL	11,609	1,318
SIMI VALLEY	127,309	12,464
SOUTH EL MONTE	20,862	2,170
SOUTH GATE	98,633	9,575
SOUTH PASADENA	25,992	2,892
STANTON	39,611	4,145
TEMECULA	111,024	10,966
TEMPLE CITY	36,389	3,848
THOUSAND OAKS	131,457	12,846
TORRANCE	147,101	14,285
TUSTIN	82,372	8,079
TWENTYNINE PALMS	26,919	2,977
UPLAND	76,790	7,566
VERNON	209	119
VICTORVILLE	123,565	12,119
VILLA PARK	5,944	647
WALNUT	30,134	3,273
WEST COVINA	107,813	10,670
WEST HOLLYWOOD	35,882	3,802
WESTLAKE VILLAGE	8,370	870
WESTMINSTER	93,533	9,106
WESTMORELAND	2,302	312
WILDOMAR	35,782	3,792

Membership Assessment Schedule

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS

Proposed Membership Assessment Schedule

Fiscal Year 2018-19
as of February 1, 2018

	UNINC POP COUNTIES/TOTAL POP CITIES	ASSESSMENTS 2018-19
WHITTIER	87,708	8,570
YORBA LINDA	67,890	6,747
YUCCA VALLEY	21,519	2,230
YUCAIPA	54,324	5,498
SUB-TOTAL	16,836,783	1,637,939
GRAND TOTAL-ASSESSMENTS	18,836,777	1,945,462
<u>COMMISSIONS</u>		
SBCTA	2,160,256	25,000
RCTC	2,384,783	25,000
VCTC	857,386	10,000
ICTC	188,334	3,500
Transportation Corridor Agency		10,000
OCTA	3,194,024	25,000
Air Districts		10,000
SUB-TOTAL		108,500
TOTAL MEMBERSHIP AND ASSESSMENTS		2,053,962

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Southern California Association of Governments
General Assembly – Business Meeting
Agenda Item No. 2
May 3, 2018

To: General Assembly

EXECUTIVE DIRECTOR'S APPROVAL

From: Regional Council



Subject: Ratification of 2018-19 SCAG Board Officers

RECOMMENDED ACTION:

Ratify the Regional Council's approval of the 2018-2019 SCAG Board Officer positions.

EXECUTIVE SUMMARY:

On March 1, 2018, the Regional Council approved the following slate of officers to serve as the 2018-2019 SCAG Board Officers. The General Assembly is asked to ratify the Regional Council's election of the following individuals:

- *For the Position of President: Alan D. Wapner, Ontario, SBCTA*
- *For the Position of First Vice President: William "Bill" Jahn, Big Bear Lake, RC District 11*
- *For the Position of Second Vice President: Randon Kory Lane, Murrieta, RC District 5*

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan Goal 5, Objective A: Integrate the Strategic Plan into SCAG's day-to-day operations by defining roles and responsibilities across the agency.

SUMMARY AND BACKGROUND

On February 20, 2018, the Nominating Committee met to review applicants for the 2018-2019 SCAG Board Officer positions of President, First Vice President, and Second Vice President. While acknowledging that all of the applicants are outstanding, the Nominating Committee unanimously nominated the above-named candidates to serve as the SCAG Board Officers for 2018-19.

On March 1, 2018, the Regional Council reviewed the nominated candidates and unanimously approved their election. Based upon the eligibility requirements for SCAG Officer Candidates as set forth in the SCAG Bylaws, all candidates satisfy the eligibility requirements. The Regional Council, therefore, recommends that the General Assembly ratify the Regional Council's approval of the 2018-19 SCAG Board Officers whose terms of office shall commence upon the adjournment of today's General Assembly meeting.

FISCAL IMPACT:

Work related to the nominating process is covered by SCAG's Indirect Cost Budget, including WBS No. 810.SCG0120.09.

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Southern California Association of Governments
General Assembly – Business Meeting
Agenda Item No. 3
May 3, 2018

To: General Assembly (GA)

EXECUTIVE DIRECTOR'S
APPROVAL

From: Regional Council (RC)

Subject: Consideration of Proposed Amendments to the SCAG Bylaws



RECOMMENDED ACTION:

That the General Assembly approve the following proposed Bylaw amendments put forth by the Hon. Margaret Finlay and Hon. Pam O'Connor and by SCAG staff, acting on behalf of the Executive Director.

EXECUTIVE SUMMARY:

Each year, in preparation for the annual General Assembly meeting, proposed resolutions and proposed amendments to the SCAG Bylaws that are offered by Official Representatives are considered by both the Bylaws and Resolutions Committee and the Regional Council prior to submission to the General Assembly. Staff, acting on behalf of the Executive Director may also offer proposed amendments to the SCAG Bylaws which are also considered by the Bylaws and Resolutions Committee and the Regional Council and, if recommended, are submitted to the General Assembly for further review and consideration.

This year, there are no proposed resolutions offered for consideration by the General Assembly.

One proposed amendment to the SCAG Bylaws was submitted by Official Representatives and several staff-initiated proposed amendments were also submitted.

Proposed Bylaw Amendment submitted by Official Representatives:

The proposed amendment from Hon. Margaret Finlay and Hon. Pam O'Connor would provide Past Presidents of SCAG with full voting membership in the Regional Council if they were elected to city council or county supervisor positions but not elected or appointed to serve as a District representative or representative of a Regional Council member or non-voting participation in the Regional Council in an ex officio capacity for the Past Presidents if they were not elected to city council or county supervisor positions. The amendment further provides that such Past Presidents would be able to serve for no more than five years after their elected or appointed positions within SCAG came to an end or June 30, 2023, whichever date came last, and they would not be able to serve as a SCAG Officer or chair or vice chair of any SCAG committee. The Regional Council recommends that the General Assembly approve this proposed amendment.

Proposed Bylaw Amendments submitted by Staff on behalf of the Executive Director

SCAG staff, acting on behalf of the Executive Director, undertook a review of the Bylaws and proposed a number of amendments to the Bylaws. The proposed amendments prepared by SCAG staff: (1) indicate that proposed resolutions from Official Representatives will only be forwarded to the General Assembly if they are recommended for approval by the Regional Council; (2) lower the quorum requirement for the Legislative/Communications and Membership Committee; (3) increase the number of possible at-large appointments of local elected officials to the Policy Committees subject to a written request from unrepresented cities and approval by SCAG's President; and (4) correct errors and omissions and offer minor clarifications. The Regional Council recommends that the General Assembly adopt these proposed amendments.

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:

Every year, proposed amendments to the SCAG Bylaws may be proposed by the Official Representatives to SCAG's General Assembly, by the Regional Council and by staff acting on behalf of the Executive Director.

A. Proposal by Hon. Margaret Finlay and the Hon. Pam O'Connor

The Honorable Margaret Finlay from the City of Duarte and SCAG President, representing RC District 35, and the Honorable Pam O'Connor from the City of Santa Monica, representing RC District 41, offered a proposed amendment to the SCAG Bylaws that would create an opportunity for Past Presidents of SCAG to have a continuing role in the Regional Council in either a full voting capacity or an ex officio non-voting capacity based on their status as local elected officials. They explained that the Past Presidents of SCAG have a broad base of experience and a detailed understanding of SCAG and the SCAG Region which would be of great value to SCAG and its member agencies.

During discussion of the proposed amendment, Hon. Pam O'Connor proposed a modification to the amendment which would allow their additional service to commence at a time selected by each involved Past President rather than being associated with the General Assembly schedule as originally proposed. By a majority vote, the Regional Council determined that the proposed amendment, as modified, should be sent to the General Assembly with a recommendation that it be adopted.

The modified amendment to the SCAG Bylaws would allow Past Presidents who were elected to city council or county supervisor positions to be appointed or elected to serve as representatives of Regional Council members or District representatives regardless of their previous positions in SCAG with no restrictions or limitations on any new positions in SCAG.

The modified amendment would allow Past Presidents who were elected to city council or county supervisor positions but who were not appointed or elected to serve as representatives of Regional Council members or District representatives to serve on the Regional Council with all rights, privileges and responsibilities of representatives of Regional Council members and District representatives and also serve as Official Representatives to the General Assembly but they would not be eligible to serve as SCAG Officers or chairs or vice-chairs of any SCAG committee. Also they would not be eligible to serve on the Regional Council in any capacity five years after the date of their last service as elected or appointed District representatives or representatives of Regional Council members or June 30, 2023, whichever date should come last. Finally they would have to notify the SCAG President annually in writing of their intention to serve on the Regional Council for each of the five one-year terms for which they were eligible.

The modified amendment to the SCAG Bylaws would allow Past Presidents not elected to serve in city council or county supervisor positions to serve on the Regional Council in an ex officio non-voting capacity for a series of five approximate one-year terms upon annual written notifications to the SCAG President provided that ex officio positions would not be available after five years from the date of their last service as elected or appointed District representatives or representatives of Regional Council members or June 30, 2023, whichever date should come last. Past Presidents serving on the Regional Council in an ex officio capacity would not be able to serve as SCAG Officers or chairs or vice chairs of SCAG committee.

This proposed amendment to the Bylaws is illustrated in the marked-up version of the Bylaws included as Attachment 2 to this report. See Article V A (7).

B. Proposals by SCAG Staff

SCAG staff, acting on behalf of the Executive Director, undertook a review of the Bylaws in order to propose changes to address minor errors, inconsistencies, redundancies and issues that have arisen during the conduct of SCAG's activities. Staff proposed four Bylaw amendments that the Regional Council determined should be forwarded to the General Assembly with a recommendation for adoption.

(1) Proposed Resolutions from Official Representatives

The Bylaws currently require that all proposed resolutions submitted by Official Representatives to the General Assembly be submitted to the Bylaws and Resolutions Committee and then to the Regional Council and then to the General Assembly along with the recommendation of the Regional Council. Time constraints often impact the General Assembly. To help make the General Assembly be as efficient as possible, staff proposed an amendment to the Bylaws that would require only proposed resolutions that have been recommended for approval by the Regional Council be passed to the General Assembly for action.

By a unanimous vote, the Regional Council determined that this proposed amendment be sent to the General Assembly with a recommendation that it be adopted.

This proposed amendment to the Bylaws is illustrated in the marked-up version of the Bylaws included as Attachment 2 to this report. See Article IV A (5) in Attachment 2.

(2) LCMC Quorum

Staff proposed a Bylaw amendment that would lower the quorum requirement of the Legislative/Membership and Communications Committee to one-third of its voting membership to be consistent with other SCAG committees.

By a unanimous vote, the Regional Council directed that this proposed amendment be sent to the General Assembly with a recommendation that it be adopted.

This proposed amendment to the Bylaws is illustrated in the marked-up version of the Bylaws included as Attachment 2 to this report. See Article V D (4) in Attachment 2

(3) Appointments to Policy Committees for Unrepresented Cities

To allow for greater participation in the work of the Policy Committees, staff proposed a Bylaw amendment that would allow additional at-large appointments by the President in response to a written request from a city that is unrepresented in the Policy Committees.

Significant discussion occurred at the Regional Council regarding this proposed amendment. The motion to forward the amendment to the General Assembly included two modifications to the original amendment (a) inclusion of an attendance policy for Policy Committees in the Regional Council Policy Manual and; (b) a limitation of six on the number of Presidential appointments to each of the Policy Committees. By a majority vote, the Regional Council directed that this proposed amendment be sent to the General Assembly with a recommendation that it be adopted.

This proposed amendment to the Bylaws is illustrated in the marked-up version of the Bylaws included as Attachment 2 to this report. See Article V E (2) (g) in Attachment 2

(4) Clarifications, errors and omissions

Staff proposed several corrections and clarifications to the Bylaws. These are enumerated in Attachment 1. After review and by a unanimous vote, the Regional Council directed that these proposed amendments be sent to the General Assembly with a recommendation that they be adopted.

ATTACHMENTS:

1. Summary of Bylaw Amendments to correct errors and offer minor changes and clarifications that were proposed by staff on behalf of the Executive Director
2. Marked-up version of the SCAG Bylaws illustrating all proposed Amendments

Attachment 1

Summary of Bylaw Amendments to Correct Errors and Offer Minor Clarifications and Changes Proposed by Staff on Behalf of the Executive Director

1. **Article III B (6)** – This proposed amendment would provide an additional 15 days to member agencies to advise SCAG of the names of their Official Representatives and Alternates. Additionally, the SCAG President and Executive Director would have the authority to allow written notification of the names of Official Representatives and Alternates up to the opening of the GA, if requested. Last minute notifications occur regularly and staff believe they should be honored to the extent possible.
2. **Article IV A (5)** – This proposed amendment explains that SCAG staff will establish the deadline for submittal of proposed resolutions to SCAG, which deadline may be waived by the SCAG President or Executive Director.
3. **Article IV B (3)** – This proposed amendment would provide staff with additional time to provide the General Assembly notice and agenda to Official Representatives and Alternates.
4. **Article V A (1) (a) (1)** – This proposed amendment would clarify that the Regional Council Policy Manual addresses the appointments of District Representatives.
5. **Article V A (2) (a)** – This proposed amendment would clarify that there could be special appointments for District Representative positions.
6. **Article V A (2) (a)** – This proposed amendment would require the SCAG President to declare as vacant the position of a District representative if the election or appointment of said District Representative was not in accord with the requirements of the Regional Council Policy Manual.
7. **Article V A (2) (a)** – This proposed amendment would clarify the possible use of appointments to fill vacated District Representative positions.
8. **Article V A (4)(e)** – This proposed amendment would clarify that the President shall appoint the membership and chairs for all committees and subcommittees created by the Regional Council except that, at the President’s discretion, the chair of a Policy Committee may select the membership and chair of a subcommittee of a Policy Committee.
9. **Article V C (4)** – This proposed amendment clarifies those actions of the Executive/Administration Committee that would require more than a majority affirmative vote when the Executive/Administration Committee is acting on behalf of the Regional Council.

10. **Article V D (1)** – This proposed amendment would clarify that the President of SCAG shall appoint the chair and vice chair of the LCMC.
11. **Article V E (2) (g)** – This proposed amendment removes duplicative language in the Regional Council Policy Manual which indicates that at-large Policy Committee members cannot serve as the chair or vice chair of a Policy Committee.
12. **Article XI** – This proposed amendment clarifies the submittal date requirements for proposed Bylaw amendments submitted by Official representatives, clarifies that the President appoints the members of the Bylaws and Resolutions Committee and further clarifies that bylaw amendments proposed by staff will not be sent to the General Assembly unless recommended first by the Bylaws and Resolutions Committee and thereafter by the Regional Council.

Attachment 2

[Marked-up Version of Current Bylaws showing all Proposed Amendments]

BYLAWS**THE SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS****Preamble**

The Southern California Association of Governments (hereinafter referred to as either the “Association” or “SCAG”) is an agency voluntarily established by its Members pursuant to the Joint Exercise of Powers Act for the purpose of providing a forum for discussion, study and development of recommendations on regional challenges and opportunities of mutual interest and concern regarding the orderly physical development of the Southern California Region among units of local government.

ARTICLE I - FUNCTIONS

The functions of the Association are:

- A. Exchange of objective planning information. Making available to Members plans and planning studies, completed or proposed by local governments, Tribal Governments, or those of State or Federal agencies, which would affect local governments.
- B. Identification and study of challenges and opportunities requiring objective planning by jurisdictions in more than one (1) county in the Southern California area and the making of appropriate policy or action recommendations.
- C. Review and/or develop governmental proposals. Review and/or develop proposals creating agencies of regional scope, and the making of appropriate policy or action recommendations concerning the need for such units or agencies.
- D. Consider questions of common interest and concern to Members of the Association in the region and develop policy and action recommendations of an advisory nature only.
- E. Act upon any matter to the extent and in the manner required, permitted or authorized by any joint powers agreements, State or Federal law, or the regulations adopted pursuant to any such law.

- F. Assist local Association Members in the acquisition of real and personal property convenient or necessary for the operation of Members by entering into such financing agreements as are necessary to accomplish the pooling and common marketing of such agreements or certificates of participation in order to reduce the cost to Members of the acquisition of such real or personal property.
- G. Undertake transportation planning programs and activities in accordance with the Association's responsibilities as a metropolitan planning organization as outlined in 23 U.S.C.A. § 134 et seq., and as may be amended from time to time.

ARTICLE II - DEFINITIONS

- A. **Advisory Member** or **Advisory Member of the Association**, as used in these Bylaws, means a federally recognized Indian Nation within the SCAG Region, as defined below, that is significantly involved in regional problems or whose boundaries include territory in more than one county and that has paid its annual dues assessment.
- B. **Alternate**, as used in these Bylaws, means either the mayor or a member of the legislative body of a member city, or the chair of the Board of Supervisors or a member of the legislative body of a member county who has been appointed by a Member of the Association to serve in an official capacity for all matters at a meeting of the General Assembly but only in the absence of the Official Representative of the member city or county. An Advisory Member of the Association may also appoint an Alternate to serve in the absence of the Official Representative of the Advisory Member.
- C. **Association**, as used in these Bylaws, means the Southern California Association of Governments as established by that certain Southern California Association of Governments Agreement filed with the California Secretary of State on April 20, 1973, (said Agreement is hereinafter referred to as "Joint Powers Agreement").
- D. **Association budget** or **annual budget** or **budget**, as used in these Bylaws, shall mean the summation and presentation of all general fund revenues obtained by the Association from dues from Members, Advisory Members, and Regional Council members, and other sources of revenue and a summation and presentation of the costs, expenditures, savings and reserve accounts utilizing such revenue but specifically excluding all funds and expenditures associated with specific federal or state funding programs such as the Association's annual Overall Work Program.
- E. **Days** or **days**, as used in these Bylaws, means calendar days.
- F. **General Assembly**, as used in these Bylaws, means a meeting of the Official Representatives of the Members and the Advisory Members of the Association.

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- G. **Member, member** or **Member of the Association**, as used in these Bylaws, means a city, county or County Transportation Commission within the SCAG Region, as defined below, that has satisfied the conditions of membership in Article III below.
- H. **Official Representative**, as used in these Bylaws, means (1) the mayor or a member of the legislative body of a member city, or (2) the chair of the Board of Supervisors or a member of the Board of Supervisors of a member county, or (3) the chair or a member of the governing board of a member County Transportation Commission (CTC) within the SCAG Region who has been appointed by a Member of the Association to serve in an official capacity at a meeting of the General Assembly. Official Representatives may also be referred to as “Delegates” of the Association. An Advisory Member of the Association may also appoint an Official Representative to serve in an official capacity at a meeting of the General Assembly.
- I. **Regional Council Policy Manual**, as used in these Bylaws, means that Policy Manual first adopted by the Regional Council on July 12, 2007, and all subsequent amendments and updates approved by the Regional Council. In the event of a conflict between any part of the Regional Council Policy Manual and any part of these Bylaws, these Bylaws shall prevail.
- J. **Regional Council member**, as used in these Bylaws, means a Member of the Association or an Advisory Member of the Association or another entity specified in these Bylaws which is able to appoint a voting representative to serve on the Regional Council or whose city council members may participate in the selection of a District representative to serve on the Regional Council,
- K. **SCAG Region**, as used in these Bylaws, means the counties of Imperial, Los Angeles, Orange, Riverside, San Bernardino, and Ventura.
- L. **Voting-Eligible** or **voting-eligible**, as used in these Bylaws, describes those Members of the Association, Advisory Members of the Association and Regional Council members who retain all voting rights and who have not had their voting rights suspended as described in Article VIII, Paragraph C.

ARTICLE III - ASSOCIATION MEMBERSHIP AND REPRESENTATION
FOR THE GENERAL ASSEMBLY

- A. **Membership**
- (1) All cities and all counties within the area of the SCAG Region are eligible for membership in the Association. In addition, each CTC from the SCAG Region is also eligible for membership in the Association.
 - (2) Each member county and each member city shall have one (1) Official Representative and one (1) Alternate in the General Assembly, except that the City of Los Angeles, if

and while it is a member city, shall have three (3) Official Representatives and three (3) Alternates. Each member CTC shall have one (1) Official Representative in the General Assembly.

- (3) Membership in the Association shall be contingent upon the execution of the Joint Powers Agreement and the payment by each member county, member city, or member CTC of each annual dues assessment.
- (4) Any federally recognized Indian Nation within the SCAG Region which is significantly involved in regional problems or the boundaries of which include territory in more than one (1) county, shall be eligible for an Advisory Membership in the Association. In addition to selecting Official Representatives and Alternates for the General Assembly, such Advisory Members may collectively select a single representative from the Tribal Government Regional Planning Board, who shall be a locally elected Tribal Council member from a federally recognized Indian Nation and who shall serve on the Regional Council and may fully participate in the work of committees of the Association contingent upon the payment of the annual dues assessment.

B. Representation in the General Assembly

- (1) Only the Official Representative present or the Alternate present in the absence of the Official Representative shall represent a Member of the Association or an Advisory Member of the Association in the General Assembly; provided, however, that a member of the Board of Supervisors of a member county may participate in the discussions of the General Assembly.
- (2) Except as described herein, the Official Representative in the General Assembly of each member city of the Association, member-county of the Association and member CTC of the Association shall be its respective Regional Council representative. Further, and except as described herein, the Official Representative in the General Assembly of an Advisory Member of the Association shall be its respective representative to the Regional Council.
- (3) In the event that a member city of the Association does not have one of its city council members as its respective Regional Council representative, or if a member city does not wish to have its Regional Council representative be its Official Representative or Alternate, the member city may appoint as its Official Representative or Alternate a member of its city council who is not a Regional Council representative; provided that if and while the City of Los Angeles is a member city, the mayor of the City of Los Angeles shall be one of its Official Representatives. Further, in the event that an Advisory Member of the Association does not have one of its Tribal Council members as its representative to the Regional Council or if the Advisory Member does not wish to have its representative to the Regional Council be its Official Representative or

Alternate, the Advisory Member may appoint a locally elected Tribal Council member as its Official Representative or Alternate.

- (4) In the event that a member county of the Association does not wish to have its respective Regional Council representative be its Official Representative or Alternate, the member county may appoint as its Official Representative or Alternate a member of the Board of Supervisors who is not a Regional Council representative.
- (5) In the event that a member CTC of the Association does not wish to have its respective Regional Council representative be its Official Representative, the member CTC may appoint as its Official Representative a member of the CTC Governing Board who is not a Regional Council representative.
- (6) Names of all Official Representatives and Alternates shall be communicated in writing to the Association by the appointing city, county, CTC, or Tribal Council at least ~~thirtyfourth-five~~ (3045) days before the annual meeting of the General Assembly. However, the SCAG President or the SCAG Executive Director may waive this deadline, upon the request of an appointing city, county, CTC or Tribal Council as long as the name or names are communicated in writing to the Association before the opening of the General Assembly.
- (7) An Official Representative or Alternate shall serve until a successor is appointed, except if an Official Representative or Alternate ceases to be a member of the appointing legislative body or Tribal Council or cannot serve as an Official Representative or Alternate because of a federal or state statute or regulation or resigns as an Official Representative or Alternate, then the position shall be vacant until a successor is appointed.
- (8) All Official Representatives and Alternates shall file Statement of Economic Interest forms and comply with all SCAG policies regarding conflict-of-interest, harassment and discrimination.

ARTICLE IV - GENERAL ASSEMBLY

A. Powers and Functions

Subject to Article I, the powers of the General Assembly, shall include the following.

- (1) The General Assembly shall determine all policy matters for the Association, approve the Bylaws and ratify the election of the Officers.
- (2) Any Official Representative (or Alternate acting in the absence of the respective Official Representative) may, at any regular meeting of the General Assembly, propose a subject(s) for study by the Association provided that the Official Representative (but not the Alternate) has notified the President of the proposal

forty-five (45) days in advance of any regular meeting of the General Assembly. The General Assembly may determine whether a study will be made of the subject(s) proposed, or may refer such subject(s) to the Regional Council.

- (3) Any Official Representative (or Alternate acting in the absence of the respective Official Representative) may, at any regular meeting of the General Assembly, request a review by the General Assembly of any action of the Regional Council which has been taken between meetings of the General Assembly provided that the Official Representative (but not the Alternate) has notified the President of the review request forty-five (45) days in advance of any regular meeting of the General Assembly
- (4) The General Assembly shall review the proposed Association budget and annual dues assessment schedule and shall adopt an annual Association budget and an annual dues assessment schedule.
- (5) Any Official Representative (but not an Alternate) who desires to propose any policy matter for action by the General Assembly shall submit the matter to the Association in the form of a proposed resolution by a deadline established by the Association, that is subject to waiver by the SCAG President or Executive Director but which in all cases must be at least forty-five (45) days prior to any regular meeting of the General Assembly. The –Bylaws and Resolutions Committee, whose membership and responsibilities are described in Article XI of these Bylaws, shall consider each such proposed resolution, and shall submit its recommendation to the Regional Council. A copy of each such proposed resolution whose approval is recommended by together with the Regional Council’s recommendation thereon, shall be included in the agenda materials for the regular meeting of the General Assembly.

B. Meetings

- (1) A regular meeting of the General Assembly shall be held once a year. Special meetings of the General Assembly may be called by the Regional Council upon the request of the President and with the affirmative votes of a majority of the representatives of voting-eligible Regional Council members who are present and voting at a meeting of the Regional Council with a quorum in attendance. Ten (10) days’ written notice of a special meeting shall be given to the Official Representatives and Alternates of each Member and Advisory Member of the Association. An agenda specifying the subject of the special meeting shall accompany the notice.
- (2) The time, date and location for meetings of the General Assembly shall be determined by the Regional Council.
- (3) Notice of the regular meeting of the General Assembly shall be given to the Official Representatives and Alternates of each Member and Advisory Member of the

Association at least ~~twenty-one~~ thirty (2130) days prior to each regular meeting. An agenda for the regular meeting shall accompany the notice. Notice of any changes to the agenda shall be given at least ten (10) days prior to the regular meeting.

- (4) The General Assembly may adopt rules for its own procedures but any such rules so adopted must be consistent with these Bylaws.

C. **Voting:**

- (1) A quorum of the General Assembly shall consist of one-third of the number of Official Representative positions for voting-eligible Members of the Association or Advisory Members of the Association. Unfilled Official Representative positions from Voting-eligible Members and Advisory Members of the Association will be counted in the determination of a quorum for the General Assembly.
- (2) Each Official Representative of a voting-eligible Member or Advisory Member of the Association shall have one (1) vote. In the absence of the Official Representative, the Alternate shall be entitled to vote. Unless otherwise identified in these Bylaws, an affirmative vote of a majority of the Official Representatives or Alternates of the voting-eligible Members and Advisory Members of the Association present at the General Assembly and voting with a quorum in attendance shall be necessary for the approval or adoption of any matter presented for action to the General Assembly.
- (3) Voting may be by voice, displaying voting cards, roll call vote or through the use of an electronic voting system. A roll call vote shall be conducted upon the demand of five (5) Official Representatives or their Alternates present, or at the discretion of the presiding officer.

ARTICLE V - REGIONAL COUNCIL

A. **Regional Council Organization:** There shall be a Regional Council of the Association which shall be organized as set forth below and which shall be responsible for such functions as are hereinafter set forth:

- (1) **Membership:** The membership of the Regional Council shall be comprised of: one (1) representative from each member county Board of Supervisors, except for the County of Los Angeles which shall have two (2) representatives; one (1) representative from the Tribal Government Regional Planning Board, who shall be a locally elected Tribal Council member from a federally recognized Indian Nation within the SCAG Region; one (1) representative from each District (as defined below); the Mayor of the City of Los Angeles serving as an at-large representative for the City; one (1) city council member or member of a county Board of Supervisors, from the governing boards of each of the six (6) CTCs; one (1) local government elected representative from one of the five (5) Air Districts within the SCAG Region to represent all five (5) of the Air

Districts; one (1) local government elected representative from the Transportation Corridor Agencies (TCA); one (1) local government elected representative serving as the Public Transportation Representative to represent the transit interests of all of the operators in the SCAG region; and a representative from the private sector appointed by the President to serve on both the Regional Council and the Executive/Administration Committee and who would serve on the Regional Council in an ex-officio, non-voting capacity.

(a) **Districts**: For purposes of representation on the Regional Council, Districts shall be organized and defined as follows:

- (1) A District shall be established by the Regional Council and generally shall be comprised of a group of cities that have a geographic community of interest and have approximately equal population. In some cases involving cities with large populations, a District will include only one city. A District may be comprised of cities within different counties, but Districts established within a subregion under Article V A.(1)(a)(5) of these Bylaws shall include only cities within the boundary of such subregion. Procedures for District representative elections and appointments shall be set forth under the Regional Council Policy Manual.
- (2) In every calendar year ending in 3 or 8, the Regional Council shall review, and, if it deems necessary, modify or establish District boundaries based upon city population data as most recently available from the State Department of Finance.
- (3) Notwithstanding any other provisions of these Bylaws, in the event that District boundaries are changed as a result of a Regional Council review, then any impacted District shall have the option to retain its current District representative until the completion of the District representative's term or until a special election is held, no later than two (2) months after final action by the Regional Council, to elect a District representative who shall serve for a term established by the Regional Council. Such special elections shall be held in accordance with the District representative election procedures described in the Regional Council Policy Manual.
- (4) If a new city within the SCAG Region is incorporated after Districts have been established or reviewed, the newly incorporated city shall be assigned by the Regional Council, in consultation with any applicable subregional organization, to a District with other cities with

which it has contiguous borders until such time as District boundaries are again reviewed by the Regional Council.

- (5) In any area where a subregional organization has either (1) been formally established under a joint powers agreement pursuant to California Government Code Sections 6500 et. seq. to serve as the subregional planning agency for the general purpose local governments and is not a single-purpose joint powers authority or a special district entity, or (2) been recognized by action of the Regional Council; and is organized for general planning purposes such as for the purpose of conducting studies and projects designed to improve and coordinate the common governmental responsibilities and services on an area-wide and regional basis, exploring areas of intergovernmental cooperation and coordination of governmental programs and providing recommendations and solutions to problems of common and general concern, such subregional organization shall make recommendations to establish a District (or Districts) within the boundaries of such subregional area. For purposes of establishing Districts, the subregional organization shall use the description of a District as set forth in Article V A,(1)(a)(1) of these Bylaws. The subregional organization shall have authority to make recommendations to the Regional Council to establish or modify Districts in every year ending in 3 or 8 and shall use city populations as most recently determined by the State Department of Finance.
- (6) The Regional Council shall establish no more than seventy (70) Districts.

(b) **Regional Council Representation**

- (1) Every member city of the Association shall have at least one District representative.
- (2) CTC, TCA and the Tribal Government Regional Planning Board representatives to the Regional Council shall be appointed by their respective governing boards, and the appointments shall be formally communicated in writing to the Association. The Air District representative shall be determined by the five (5) Air Districts within the SCAG Region, with such determination formally communicated in writing to the Association.

(3) The position of the Public Transportation Representative will rotate among the six CTCs in the SCAG Region, and each CTC in turn will make a two-year appointment subject to the President’s official appointment. The Chief Executive Officers of the CTCs may develop additional procedures for the selection process. A representative from the Los Angeles County Metropolitan Transportation Authority shall serve as the initial Public Transportation Representative on the Regional Council.

(2) **Terms of Office:**

- (a) Membership on the Regional Council by District representatives shall be for two (2) years except for those District representatives elected through special elections or appointments as described below and in Article V A. above. Terms of District representatives shall commence on the adjournment of the annual meeting of the General Assembly and expire at the conclusion of the second regular meeting of the General Assembly occurring after their terms commence. If a District representative resigns from his or her position as the District representative or officially ceases to be a locally elected official, his or her District representative position shall be declared vacant by the President on the effective date of the resignation or the end of the elected official’s locally elected position. Moreover, the President shall immediately declare vacant the position of a District ~~R~~representative if required by federal or state statutes or regulations, or in response to a no confidence vote by a District undertaken in accordance with the ~~District Representative Election Procedures in the~~ Regional Council Policy Manual or because of a failure to follow the election or appointment policies contained in the Regional Council Policy Manual. A no confidence vote shall only be undertaken in response to a resolution passed by all cities in the District that are voting eligible Members of the Association. All such vacancies shall be filled through special elections or new appointments as set forth ~~in the District Representative Election Procedures~~ in the Regional Council Policy Manual. In the case of District representatives elected pursuant to special elections or newly appointed to fill vacancies, the term shall be for such time as will fill out the remainder of the vacated term.
- (b) The terms of District representatives who represent even-numbered Districts shall be two (2) years and shall expire in even-numbered years. Terms of District representatives who represent odd-numbered Districts shall be two (2) years and shall expire in odd-numbered years.
- (c) Representatives to the Regional Council from the counties that are Members of the Association and from the CTCs, the Tribal Government Regional

Planning Board, Air Districts, TCA, and the Public Transportation Representative shall have two (2) year terms, commencing on the date of appointment by the organizations they each represent and expiring two (2) years thereafter. If a representative described in this Article V A. (2)(c) ceases to be a locally elected official, or if so required by federal or state statutes or regulations, or if his or her appointment is rescinded by the appointing legislative body, his or her position on the Regional Council shall immediately be declared vacant by the President. Such a vacancy on the Regional Council shall be filled by action of the respective county, CTC, the Tribal Government Regional Planning Board, TCA, the five Air Districts in the SCAG Region in the case of the Air District representative, and the CTCs in the SCAG Region with respect to the Public Transportation Representative.

- (3) **Meetings:** Unless the Regional Council decides otherwise, it shall generally meet at least once a month. The date, time and location of the Regional Council meetings shall be recommended by the Executive Director and ratified by the Regional Council. Meetings shall be held upon the call of the President or upon the call of a majority of the members of the Regional Council. The Regional Council may adopt any other meeting procedures as part of the Regional Council Policy Manual.
- (4) **Duties**
- (a) Subject to the policy established by the General Assembly, the Regional Council shall conduct the affairs of the Association, approve the Overall Work Plan (OWP) Budget required by state and federal agencies and any other similar budgets required by funding agencies, and approve the Regional Council Policy Manual and any amendments thereto. The Executive Director or his designee shall have the authority to make administrative modifications to the Regional Council Policy Manual to reflect past Regional Council actions without the Regional Council's approval of a formal amendment to the Regional Council Policy Manual.
- (b) The Regional Council shall review and may amend the proposed annual budget as prepared by the Executive Director. The proposed budget and the assessment schedule, as approved by the Regional Council, shall be submitted to members of the General Assembly at least thirty (30) days before the annual meeting. After adoption of the annual budget assessment schedule by the General Assembly, the Regional Council shall control all Association expenditures in accordance with such -budget.
- (1) The Regional Council shall have the power to transfer funds within the total budget amount in order to meet unanticipated needs or changed

situations. Such action shall be reported to the General Assembly at its next regular meeting.

- (2) At each annual meeting of the General Assembly, the Regional Council shall report on all budget and financial transactions since the previous annual meeting.
- (c) The Regional Council shall submit a report of its activities at each regular meeting of the General Assembly.
- (d) The Regional Council shall have the authority to appoint, ratify the annual Work Plan of, approve the Employment Agreement of (including all compensation and benefits) and remove an Executive Director of the Association, and shall also have the authority to fix the salary classification levels for employees of the Association.
- (e) The Regional Council shall have the power to establish committees or subcommittees to study specific problems, programs, and other matters which the Regional Council or General Assembly have approved for study. The SCAG President shall appoint all members and all chairs of committees and subcommittees that are established to study such specific problems or programs. At the discretion of the SCAG President~~Regional Council~~, the chair of a Policy Committee may appoint the membership and chair of a subcommittee of said Policy Committee.
- (f) Recommendations from committees for policy decisions shall be made to the Regional Council. The Regional Council shall have the authority to act upon policy recommendations including policy recommendations from the committees, or it may submit such recommendations, together with its comments, to the General Assembly for action.
- (g) The Regional Council shall be responsible for carrying out policy decisions made by the General Assembly.
- (h) Representatives of Regional Council members serving on the Regional Council may make informational inquiries of the Executive Director or Association executive staff consistent with the official Association duties of such representatives; however, such representatives shall refrain from any actions or contacts within the Association that would interfere with the powers and duties of the Executive Director.
- (i) All representatives of Regional Council members serving on the Regional Council shall file Statement of Economic Interest forms and comply with the

all SCAG policies regarding conflict-of-interest, harassment, discrimination and other matters as described in the Regional Council Policy Manual.

- (5) **Voting:** In the Regional Council voting shall be conducted in the following manner:
- (a) Only representatives of the voting-eligible Regional Council members shall have the right to vote at meetings of the Regional Council. Proxy votes are not allowed and representatives must be present at a Regional Council meeting in order to cast a vote.
 - (b) One-third (1/3) of the total number of representative positions from voting-eligible Regional Council members shall constitute a quorum of the Regional Council. The unfilled representative positions of voting-eligible Regional Council members shall be counted in the determination of a quorum.
 - (c) The affirmative votes of a majority of the representatives of voting-eligible Regional Council members voting with a quorum in attendance are required for action by the Regional Council, except as set forth in subsection (d) below.
 - (d) In order to appoint or remove the Executive Director, the affirmative vote of not less than a majority of the total number of representative positions, including unfilled representative positions, of the voting-eligible Regional Council members is required.
 - (e) Each representative from a CTC, the Tribal Government Regional Planning Board, the Air Districts and TCA as well as the Public Transportation Representative shall have the right to vote in the same manner as other representatives of voting-eligible Members of the Association serving on the Regional Council.
 - (g) Representatives of voting-eligible Regional Council members serving on the Regional Council are free to abstain from voting on any issue before the Regional Council. Any abstention does not count as a vote in favor or against a motion.
- (6) **Expenses:** Representatives of Regional Council members who serve on the Regional Council shall serve with compensation and shall be reimbursed for the actual necessary expenses incurred by them in the performance of their duties for the Association, to the extent that such compensation and reimbursement are not otherwise provided to them by another public agency, a Tribal Government or the Tribal Government Regional Planning Board. The Regional Council shall determine the amount of such compensation and set forth other procedures for expenses in the Regional Council Policy Manual.

(7) Past Presidents:

~~(a)(a)~~ A Past President of SCAG who has been elected to serve on a city council or as a county supervisor may be elected or appointed to serve as a representative of a Regional Council member or District representative and if so appointed or elected shall have all of the rights, privileges and responsibilities as all —representatives of Regional Council members and District representatives.

(b) Notwithstanding any other part of this Article V or any other Article in the SCAG Bylaws, a Past President of SCAG who has been elected to serve on a city council or as a county supervisor but has not been elected or appointed to serve as a representative of a Regional Council member or District representative may still participate in the activities of the Regional Council with the same rights, privileges and responsibilities of representatives of Regional Council members and District representatives, including the right to vote on matters before the Regional Council and may also serve as an Official Representative to the General Assembly, except that such a Past President would not be eligible to serve as a SCAG Officer or chair or vice-chair of any SCAG committee and would no longer be able to serve on the Regional Council in such a capacity five years after the Past President's last day of service as an appointed or elected representative of a Regional Council member or a District representative or June 30, 2023,, whichever date shall come last. Such a Past President would be able to serve in the aforementioned capacity with the term limit indicated only if he or she wished to do so and in approximate one-year periods upon annual written notification to the SCAG President.

(c) Notwithstanding any other part of this Article V or any other Article in the SCAG Bylaws, a Past President not elected to serve in a city council or county supervisor position would be able to serve on the Regional Council in an ex officio, non-voting capacity, if he or she wished to do so, upon annual written notification to the SCAG President, for one or more approximate one-year periods but no longer than five years from the Past President's last day of service as an appointed or elected representative or a Regional Council member or District representative or June 30, 2023, whichever date shall come last. A Past President serving in an ex officio capacity would not be able to serve as a SCAG Officer or as the chair or vice chair of a SCAG committee.

- B. **Permanent Committees:** For the purpose of developing policy recommendations to the Regional Council, the Regional Council shall establish as permanent committees the “Executive/Administration Committee,” the “Legislative/Communications and Membership Committee” and the three (3) policy committees known as the “Transportation Committee,” the “Energy and Environment Committee,” and the “Community, Economic and Human Development Committee” (the latter three committees collectively referred to herein as the “Policy Committees”.)

- C. **Executive/Administration Committee**
 - (1) **Membership:** The membership of the Executive/Administration Committee (EAC) shall include the President, First Vice- President, Second Vice-President and Immediate Past-President and the President shall serve as the Chair. The EAC shall also include the respective Chairs and Vice Chairs of the Legislative/Communications and Membership Committee and the three (3) Policy Committees, the representative from the Tribal Government Regional Planning Board serving on the Regional Council, and an additional four (4) representatives of Regional Council members who are appointed by the President. In making the appointments, the President shall ensure that the six (6) counties within the SCAG Region have representatives on the EAC. In addition, the representative from the private sector appointed by the President to serve on the Regional Council in an ex-officio, non-voting capacity shall also serve on the EAC in an ex-officio, non-voting capacity. Appointments by the President to a position on the EAC shall be for approximate one (1) year terms, and such appointments shall expire upon the adjournment of the next regular meeting of the General Assembly.

 - (2) **Meetings:** The EAC shall generally meet at least once a month and in accordance with the Regional Council Policy Manual, except that the EAC may decide not to meet upon the call of the EAC chair after consultation with the Executive Director or his designee.

 - (3) **Duties:**
 - (a) Subject to any limitations that may be established by the General Assembly and/or the Regional Council, the EAC is authorized to make decisions and take actions that are binding upon the Association if the President or the Executive Director determine that such decisions or actions are necessary prior to the next regular meeting of the Regional Council.

 - (b) Subject to the policies of the Regional Council, the EAC shall be responsible for: (1) developing policy recommendations to the Regional Council on administration, human resources, budgets, finance, operations, communications, or any other matter specifically referred by the Regional

Council; and (2) negotiating and approving an Annual Work Plan with the Executive Director, which shall be subject to ratification by the Regional Council. The Executive Director’s Annual Work Plan shall be effective the first day of July of the calendar year. The EAC shall be responsible for performing the annual evaluation of the Executive Director’s performance and for making recommendations to the Regional Council regarding the Employment Agreement of the Executive Director. The EAC shall complete its annual evaluation of the Executive Director’s performance no later than the regularly scheduled June meeting of the Regional Council.

(c) The powers and duties of the EAC shall include such other duties as the Regional Council may delegate.

(4) **Voting:** A quorum shall be one-third (1/3) of the representatives of the voting-eligible Regional Council members who are appointed and serving on the EAC. There shall be no proxy votes and representatives must be present to vote. The affirmative vote of the majority of the representatives of the voting-eligible Regional Council members who are appointed and serving on the EAC and voting with a quorum in attendance is required for an action by the EAC except that an affirmative vote of a majority of all of the representatives of the voting-eligible Regional Council members serving on the EAC when the EAC is acting on behalf of the Regional Council is required to make decisions or take actions that are binding upon the Association with regard to the annual budget; the hiring, removal, compensation and benefits of the Executive Director; and the salary classification levels for employees of the Association.

D. **Legislative/Communications and Membership Committee**

(1) **Membership:** Representatives of voting-eligible Regional Council members serving on the Regional Council may serve on the Legislative/Communications and Membership Committee (LCMC). Appointments to the LCMC shall be made by the President for approximate one (1) year terms that expire at the adjournment of the next regular meeting of the General Assembly. The President shall appoint the chair and vice chair of the LCMC. All representatives appointed to the LCMC by the President shall have full voting rights.

(2) **Meetings:** The LCMC shall generally meet once a month and in accordance with the Regional Council Policy Manual, except that the LCMC may decide not to meet upon the call of the LCMC chair after consultation with the Executive Director or his designee.

(3) **Duties:**

(a) The Legislative, Communications and Membership Committee shall be responsible for developing recommendations to the Regional Council

regarding legislative and telecommunications matters; providing policy direction for the agency's marketing communications strategy, outreach issues/materials and electronic communications systems; reviewing sponsorship opportunities whose cost will exceed \$5,000; and promoting agency membership.

- (b) The duties of the LCMC shall include other such duties as the Regional Council may delegate.
- (4) **Quorum and Voting:** A quorum of the LCMC shall be one-third (1/3)~~a majority~~ of the representatives of voting-eligible Regional Council members serving on the LCMC. There shall be no proxy votes and representatives must be present to vote. The affirmative vote of a majority of the voting-eligible Regional Council members serving on the LCMC and voting with a quorum in attendance is required for an action by the LCMC.

E. **Policy Committees**

(1) **Membership:**

- (a) The Policy Committees may include as voting committee members the following: representatives of voting-eligible Regional Council members serving on the Regional Council; one (1) representative from the California Department of Transportation; local government elected representatives from each of the general purpose subregional organizations as established under Article V(A)(1)(a)(5) of these Bylaws; and one (1) representative who is a general purpose local elected official and duly appointed board member from an agency with which the Association has a statutory or Memorandum of Understanding relationship.
- (b) The Policy Committees may include ex-officio (non-voting) committee members who shall be representatives from regional and subregional single purpose public agencies and other voting and ex-officio (non-voting) committee members as approved by the Regional Council.
- (c) Representatives of the CTCs, the Tribal Government Regional Planning Board, TCA and the Air Districts serving on the Regional Council as well as the Public Transportation Representative on the Regional Council may be appointed as voting committee members of one of the Policy Committees.

- (d) All committee members (voting and ex-officio) of SCAG's Policy Committees shall be required to file Statement of Economic Interests forms and comply with all SCAG policies regarding conflict-of-interest, harassment, discrimination and other matters as described in the Regional Council Policy Manual.

(2) **Appointments to Policy Committees:**

- (a) The President shall appoint all interested and available representatives of voting-eligible Regional Council members who serve on the Regional Council to one (1) of the Policy Committees as voting committee members for approximate two (2) year terms that will expire at the adjournment of the second regular meeting of the General Assembly following the appointment. In making such appointments, the President shall, to the extent practicable, appoint an equal number of voting committee members to each Policy Committee taking into consideration regional representation, geographical balance, diversity of views and other factors deemed appropriate by the President.
- (b) The President may appoint to one (1) of the Policy Committees as voting committee members representatives of public agencies that have a statutory or Memorandum of Understanding relationship with SCAG. The representatives shall be appointed for approximate two (2) year terms that will expire at the adjournment of the second regular meeting of the General Assembly following each appointment. All such appointments will be in response to a written request from each of the governing boards of the agencies. Appointments shall be limited to one (1) representative from each public agency. In making such appointments, the President shall consider regional representation.
- (c) The President shall appoint ex-officio (non-voting) committee members to the Policy Committees representing the business sector, labor, higher education and community groups upon the recommendation of one of the respective Policy Committees and approval by the Regional Council. The term of each such ex-officio committee member shall expire at the adjournment of the next regular meeting of the General Assembly, however, each such ex-officio committee member may be re-appointed by a future SCAG President.
- (d) The President may appoint to one (1) Policy Committee as a voting committee member one (1) elected representative from each of the subregional organizations described in Article V E.(1)(a) of these Bylaws. Each such appointment shall be for an approximate two (2) year term that shall expire

at the adjournment of the second regular meeting of the General Assembly following the appointment.

- (e) The President may appoint to the Policy Committees as voting committee members additional local government elected representatives from each of the subregional organizations identified in Article V E.(1)(a) of these Bylaws that has at least four (4) Districts. One (1) additional local government elected representative for each District in excess of three (3) Districts may be appointed by the President. The governing boards of each of the subregional organizations shall nominate the additional representatives to be considered by the President for appointment. In making the appointments, the President shall consider, among other things, regional representation. Each such appointment shall be for an approximate two (2) year term that shall expire at the adjournment of the second regular meeting of the General Assembly following the appointment.
- (f) In addition to the appointment of the representative of the Tribal Government Regional Planning Board, the President may also appoint, with the consent of the Tribal Government Regional Planning Board, additional representatives to each Policy Committee such that the Tribal Government Regional Planning Board may have two (2) voting committee members on each Policy Committee. Such representative shall be locally elected Tribal Council members from the federally recognized Indian Nations within the SCAG Region. Each of these additional appointments shall be for approximate two (2) year terms that shall expire at the adjournment of the second regular meeting of the General Assembly following the appointments.
- (g) In order to facilitate participation by member cities of the Association, the President ~~may shall have the authority to~~ make at-large appointments of local elected officials from cities that are not otherwise represented on a Policy Committee; provided, however, that the President shall only make such at-large appointments in response to written requests from such cities if there are no vacant subregional representative positions for the Policy Committees and may make no more than six at-large appointments for each Policy Committee. The term of an at-large representative on a Policy Committee shall be limited to the remainder of the term of the President except that the local elected official may continue to serve on the Policy Committee if its respective city council approve his or her re-appointment and the next SCAG President authorizes the re-appointment. Local elected officials serving in an at-large capacity on a Policy Committee shall be voting committee members. ~~but shall not be eligible to serve as the chair or vice-chair of the Policy Committee.~~

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- (3) **Meetings:** The Policy Committees shall generally meet at least once a month and in accordance with the Regional Council Policy Manual, except that the Policy Committees may decide not to meet upon the call of the respective Policy Committee Chair after consultation with the Executive Director or his designee.
 - (4) **Quorum and Voting:** A quorum of a Policy Committee shall be one-third of the voting committee members. There shall be no proxy votes and representatives must be present to vote. The affirmative vote of the majority of the voting committee members of a Policy Committee voting with a quorum in attendance is required for an action by a Policy Committee.
 - (5) **Duties of the Transportation Committee (TC):** The Transportation Committee shall study and provide policy recommendations to the Regional Council relative to challenges and opportunities, programs and other matters, which pertain to the regional issues of mobility and accessibility, including, but not limited to all modes of surface transportation, transportation system preservation and system management, regional aviation, regional goods movement, transportation finance as well as transportation control measures.
 - (6) **Duties of the Energy and Environment Committee (EEC):** The Energy and Environment Committee shall study and provide policy recommendations to the Regional Council relative to challenges and opportunities, programs and other matters, which pertain to the regional issues of energy and the environment. EEC shall also be responsible for reviewing and providing policy recommendations to the Regional Council on matters pertaining to environmental compliance.
 - (7) **Duties of the Community, Economic and Human Development -Committee (CEHD):** The Community, Economic and Human Development Committee shall study and provide policy recommendations to the Regional Council relative to challenges and opportunities, programs and other matters which pertain to the regional issues of community, economic and human development, housing and growth. CEHD shall also receive information regarding projects, plans and programs of regional significance for determinations of consistency and conformity with applicable regional plans.
- F. **Joint Policy Committee Meetings:** The duties of the Policy Committees are specified in subsections (5), (6) and (7) above. To the extent that there are matters which are within the scope of review of more than one Policy Committee, the respective Policy Committees shall meet as a Joint Committee to consider the matters and provide unified policy recommendations to the Regional Council, if applicable. At the discretion of the President, the President or the chair of one of the Policy Committees shall preside over a Joint Policy Committee meeting. A quorum of a Joint Policy Committee meeting shall be one-third of the combined voting membership of the Policy Committees. There shall be no proxy votes and a voting member must be present to vote. The affirmative vote of a majority of the

combined voting members of the Policy Committees voting with a quorum of the Joint Policy Committee in attendance is required for an action by the Joint Policy Committee.

- G. **Other Committees:** Except as may be limited or restricted elsewhere in these Bylaws, the President is authorized to appoint representatives of Regional Council members serving on the Regional Council to SCAG committees, ad hoc committees, subcommittees, or task forces to study specific problems, programs, or other matters which the Regional Council or General Assembly have approved for study and also to appoint new members or re-appoint prior members to any SCAG committee, ad hoc committee, subcommittee or task force. The President is also authorized to appoint representatives of Regional Council members serving on the Regional Council to governing boards of other agencies, districts, commissions, and authorities as representatives of the Association. If no such representatives are available for such appointment, the President may appoint an elected official not on the Regional Council to represent the Association. Elected officials appointed to represent the Association who are not then serving on the Regional Council shall serve as ex-officio representatives to the Regional Council without the right to vote. Terms of appointment of representatives serving on the Regional Council and other elected officials to governing boards of other agencies, districts, commissions, and authorities shall be consistent with the term of office of the appointing President.

ARTICLE VI - OFFICERS, DUTIES, ELECTIONS AND VACANCIES

- A. **Officer Positions:** Officers of the Association shall consist of a President, a First Vice-President, Second Vice-President, Immediate Past President and a Secretary-Treasurer. The Association's President, First Vice-President, and Second Vice-President shall be elected annually by the Regional Council, prior to the annual regular meeting of the General Assembly, from among its membership as set forth below. The Executive Director of the Association shall serve as the Secretary-Treasurer of the Association, but shall have no vote in the Association.
- B. **Nominating Committee and Candidate Replacements:** Officers of the Association, except the Secretary-Treasurer, shall be elected from a recommended list of candidates, one for each office, which shall be prepared by a Nominating Committee and submitted to the Regional Council for review and action. The Nominating Committee shall be appointed by the President and shall be composed of seven (7) representatives of Regional Council members who collectively represent the six (6) counties within the SCAG Region, with at least one (1) member being a county representative. All individuals serving on the Nominating Committee shall be voting members. Individuals serving on the Nominating Committee shall serve from the date of their appointment until the adjournment of the next regular meeting of the General Assembly. The Immediate Past President shall serve as the chair of the Nominating Committee. The Nominating Committee shall consider only those candidates that meet the minimum eligibility requirements set forth below in Article VI C of these Bylaws and any other requirements that may be established by the Regional Council.

A quorum of the Nominating Committee shall be a majority of its membership. Proxy voting is not allowed and members must be present to vote. The affirmative votes of a majority of those Nominating Committee members voting with a quorum in attendance shall be required for any action by the Nominating Committee.

In the event that prior to the annual meeting of the General Assembly, a candidate for President or First Vice-President who has been approved by the Nominating Committee or elected by the Regional Council but not yet ratified by the General Assembly no longer satisfies the minimum eligibility requirements of Article V C., the candidate for First Vice-President shall be deemed the candidate for President and the candidate for Second Vice-President shall be deemed the candidate for First Vice-President, provided that the applicable candidates are agreeable to the change.

In the event that prior to the annual General Assembly meeting, a candidate for Second Vice-President who has been approved by the Nominating Committee or elected by Regional Council, but not yet ratified by the General Assembly no longer satisfies the minimum eligibility requirements of Article V C. or if other candidate vacancies exist for any reason after the approval(s) by the Nominating Committee or the election(s) by the Regional Council, the Regional Council shall fill the vacant candidate position(s) with individual or individuals who meet the minimum eligibility requirements of Article V C. The Nominating Committee may also meet to review the list of candidates and make a recommendation to the Regional Council regarding the new candidate for Second Vice-President or for any other vacant candidate positions if there is sufficient time before the annual meeting of the General Assembly in which to schedule both a meeting of the Nominating Committee and the Regional Council.

- C. **Minimum Eligibility Requirements:** The following minimum eligibility requirements must be met in order for an individual to be considered by the Nominating Committee as a candidate for an officer position in the Association.
- (1) At the time of the application, the potential candidate must be a representative of a voting-eligible Member of the Association who has served on the Regional Council for at least 24 continuous months from when first appointed to the Regional Council or from when elected to serve on the Regional Council through a District election.
 - (2) The potential candidate must be actively involved with SCAG.
 - (3) The potential candidate must be a local elected official from a SCAG member county, city or CTC.
 - (4) Term limits will not prevent the potential candidate from serving a full term in the respective officer position.

- (5) A completed nomination application must be submitted to the Association by the appropriate deadline by either the potential candidate or a colleague on the Regional Council.
- D. **Election by Regional Council and Ratification by General Assembly:** The names of the candidates for each officer position recommended by the Nominating Committee shall be submitted to the Regional Council for consideration and action at least one (1) month prior to the annual meeting of the General Assembly. The Nominating Committee shall recommend one candidate to the Regional Council for each officer position (except Secretary-Treasurer). If the Nominating Committee cannot agree on one candidate to recommend to the Regional Council for an officer position, all candidates for that officer position who satisfied the minimum eligibility requirements identified in Article V C. shall be presented to the Regional Council. The Regional Council may also consider and elect for any officer position individuals who are nominated directly at a Regional Council meeting as part of the election process. New Officers shall take office after the ratification of the General Assembly and upon the adjournment of the General Assembly meeting.
- E. **Officer Position Vacancies:** A vacancy shall immediately occur in the office of the President, First Vice- President, Second Vice-President or Immediate Past President upon the resignation or death of the person holding such office, or upon the person holding such office ceasing to be a local elected official or if required by federal or state statutes or regulations, or if the appointment as a representative of a Member of the Association of the person holding the office is rescinded by the legislative body responsible for the appointment or in response to a no confidence vote by a District undertaken in accordance with the District Representative Election Procedures in the Regional Council Policy Manual. Such a no confidence vote shall only be undertaken in response to a resolution passed by all cities in the District that are voting eligible members of the Association. Upon the occurrence of a vacancy in the office of President, First Vice-President, or Second Vice-President, the vacancy shall be filled for the balance of an unexpired term in order of succession by elevating the next remaining Officer to such position, and the President may call for a Special Election to fill the unexpired term of the office of Second Vice-President. Such second Vice-President shall be selected from a list of candidates which shall be prepared by a Nominating Committee structured in accordance with the provisions of Article VI, Section B. In the event of such a Special Election the name of a nominee shall be submitted by the Nominating Committee to the Regional Council for action. If elected, the new Second Vice-President shall take office upon adjournment of that meeting of the Regional Council that included the Special Election. Upon the occurrence of a vacancy in the position of the Immediate Past President, the next most immediate and available Past President of SCAG still serving as representative to the Regional Council shall fill the position and serve for the balance of the unexpired term.
- F. **Representatives to Regional Council not Eligible for Officer Positions:** Notwithstanding any provision in these Bylaws to the contrary, a representative to the Regional Council from the

Tribal Government Regional Planning Board or from the Air Districts or from the TCA and the Public Transportation Representative shall not be eligible to be elected by the Regional Council as Officers of the Association. All- representatives to the Regional Council from Members of the Association including the CTCs are eligible to be elected by the Regional Council as Officers of the Association.

- G. **Presiding Officer:** The President of the Association shall be the presiding officer of the Regional Council and of the General Assembly. The First Vice-President shall act as the presiding officer in his/her absence. The Second Vice-President, followed by the Immediate Past President, shall act as the presiding officer in the absence of both of the above officers.
- H. **Duties of Secretary-Treasurer:** The Secretary-Treasurer shall maintain a record of all Association proceedings, maintain custody of all Association funds, and otherwise perform the usual duties of such office.

ARTICLE VII - EXECUTIVE DIRECTOR

The Executive Director shall be the chief administrative officer of the Association. The powers and duties of the Executive Director are as follows.

- A. **Affairs of the Association:** Subject to the authority of the General Assembly and the Regional Council, to administer the affairs of the Association including, but not limited to, oversight and approval of the Personnel Rules, Procurement Manual and Accounting Manual of the Association.
- B. **Employees:** Consistent with all applicable personnel policies, procedures and salary classifications, to appoint, direct, discipline, remove and set the compensation and benefits of all other employees of the Association.
- C. **Budget:** Annually to prepare and present a proposed Association budget and Overall Work Plan budget to the Regional Council and to control the approved budgets.
- D. **Secretary-Treasurer:** To serve as Secretary-Treasurer of the Association.
- E. **Meetings:** To attend the meetings of the General Assembly, the Regional Council and the EAC.
- F. **Other Duties:** To perform such other duties as the General Assembly or the Regional Council or the Regional Council Policy Manual may require.
- G. **Metropolitan Planning Organization:** To ensure compliance with the Association's responsibilities as a metropolitan planning organization as outlined in 23 U.S.C.A. § 134 et seq., and as may be amended from time to time.

ARTICLE VIII - FINANCES

- A. **Fiscal Year:** The fiscal year of the Association shall commence on July 1.
- B. **Budget Submission and Adoption:** The Association budget shall be submitted by the Executive Director to the Regional Council. The Regional Council shall adopt an Association budget at least 30 days prior the Annual Meeting. The Association budget and assessment schedule shall be adopted by the General Assembly at the Annual Meeting. Notwithstanding any provision of the agreement establishing the Association, any member that cannot pay its assessment therefore because of any applicable law or charter provision, or other lack of ability to appropriate or pay the same, may add such assessment to its assessment for the next full fiscal year. The budget for each year shall provide the necessary funds with which to obtain and maintain the requisite liability and worker's compensation insurance to fully protect each of the signatory parties hereto, and such insurance shall be so obtained and maintained.
- C. **Annual Membership Dues Assessment:** Each year, upon adoption of the Association budget, the General Assembly shall fix an annual membership dues assessment for all Members of the Association, Advisory Members of the Association and Regional Council members in amounts sufficient to provide the funds required by the Association budget and shall advise the legislative body of each Member, Advisory Member or Regional Council member thereof on or before the first regularly scheduled Regional Council meeting within thirty (30) days of the date of the General Assembly regular meeting of such year. Absent any other decision regarding membership dues assessments by the General Assembly, the annual membership dues assessment will be adjusted by the most recent year over year change in the Consumer Price Index – All Urban Consumers for the Los Angeles – Riverside – Orange County, California area, with a minimum of one per cent (1%) and using as a base for the assessment calculation the amount collected for the previous assessment year. The annual membership dues assessment shall be determined in accordance with the formula set out in Article VIII D. of these Bylaws.

If a Member of the Association or an Advisory Member of the Association or a Regional Council member is unable to pay its annual membership dues assessment for any of the reasons cited in Article VIII B. of these Bylaws and if a Member (but not an Advisory Member or Regional Council member) is unable or unwilling to add its dues assessment to its assessment for the next full fiscal year, the Regional Council, for not more than one (1) year at a time, may defer, waive, or reduce payment of the annual membership dues assessment for a Member, an Advisory Member or a Regional Council member. Similarly, the Executive Director may authorize reduced payment of the annual membership dues assessment for a Member, an Advisory Member or a Regional Council member by no more than ten (10%) for not more than one (1) year at a time based upon documented financial hardship. In taking any of the actions above, the Regional Council shall adjust the Association budget to provide

a balanced Association budget reflecting any of the above actions. Any action of the Regional Council deferring, waiving, or reducing the payment of the annual dues shall be reported at the following General Assembly meeting. In addition, if the Regional Council waives the annual membership dues assessment for a Member of the Association, or an Advisory Member of the Association or a Regional Council member, the Regional Council shall consider, at the same time and decide, on a case-by-case basis, whether the Official Representative of the Member or Advisory Member shall have the right to vote at the General Assembly and whether the representative of the Member, Advisory Member or Regional Council member can continue to vote on the Regional Council or any committee or subcommittee of the Association, serve in a leadership position, receive a stipend or have any other membership rights or privileges restricted during the period when the annual dues have been waived.

If the Regional Council decides to waive the annual membership dues assessment for a Member of the Association and also decides to suspend the voting rights of the Member for the period when the dues assessment is waived and if the representative of the Member serving on the Regional Council represents a multi-city District, the position of District representative shall be vacated by the action of the Regional Council and the vacancy shall be filled through a special election in accordance with the procedures set forth in the Regional Council Policy Manual.

Any Member of the Association, Advisory Member of the Association or Regional Council member that fails to pay its annual membership dues assessment, or, in the case of a Member, fails to announce its intention to add its assessment to the assessment for the next fiscal year or fails to seek a deferral or waiver or reduction of its assessment by January 1 of the July 1 – June 30 fiscal year shall be considered to have withdrawn from the Association and will cease to be a Member, Advisory Member or Regional Council member effective January 1. The Executive Director or his designee shall endeavor to provide written notices of annual membership dues assessment delinquencies in December of each fiscal year.

D. **Methods of Assessment:**

Member Cities and Counties and Tribal Governments: Each member county and each member city, based on its total population, shall pay, as part of its total annual assessment, the following fixed basic assessment:

COUNTIES		CITIES	
Total Population	Base	Population	Base
Up to 249,999	3,500	Up to 9,999	\$ 100
250,000 – 1,099,999	10,000	10,000 – 24,999	250
1,100,000 – 1,999,999	15,000	25,000 – 99,999	500
2,000,000 – 3,999,999	25,000	100,000 – 499,000	750
4,000,000 up	35,000	500,000 – 999,999	1,000
		1,000,000 up	1,250

For purposes of the annual assessment each federally recognized Indian Nation in the SCAG Region that becomes an Advisory Member of the Association shall be treated as a member city. The remainder of the total annual dues assessment to be borne by the member counties shall be charged to and paid by said member counties in proportion that the population of unincorporated portions of each bear to the total regional population. The remainder of the total annual assessment to be borne by the member cities shall be charged to and paid by said member cities in the proportion that the population of each bears to the total regional population. The computation of the shares of said total annual assessments as above provided shall be based upon the respective populations of the counties and cities as determined by the State Controller in making the most recent allocation to cities and counties pursuant to the Motor Vehicle License Fee Law, or based upon population data from the State Department of Finance in the event that the State Controller data is not available. For a member city newly incorporated pursuant to California Government Code Section 57176, the total annual assessment for the first five (5) years following incorporation shall be based upon such city's actual population as defined under California Revenue and Taxation Code Section 11005.3(d).

If any county or city was not a Member of the Association at the time the latest assessment was fixed and shall become a Member of the Association thereafter, an assessment shall be payable by such county or city to the Association upon becoming a Member in a sum based upon the current county or city per capita rate, as the case may be, prorated from the date of establishing membership until the July 1 following the next annual meeting of the General Assembly after such date. Notwithstanding the previous provisions of this Article VIII, no rebates or adjustments shall be made among the existing member counties and/or cities if such additional assessments shall be received from new Members. Notwithstanding the previous provisions of this Section, no regular dues assessment of any county or city shall exceed twenty percent (20%) of the total assessment for any annual assessment period.

CTCs: Each CTC shall pay a fixed annual assessment based on total population, using the following assessment table:

<u>Total Population</u>	<u>Annual Assessment</u>
Up to 249,000	\$ 3,500
250,000-1,099,999	\$ 10,000
1,100,000-1,999,000	\$ 15,000
2,000,000-3,999,999	\$ 25,000
More than 4,000,000	\$ 35,000

TCA, the Air Districts and the Public Transportation Representative: TCA shall pay an annual assessment of \$10,000. The annual assessment for a representative from the Air Districts on the Regional Council shall be \$10,000 to be paid in a manner agreed upon by the five (5) Air Districts within the SCAG Region. There is no required assessment for the Public Transportation Representative on the Regional Council.

- E. **Annual Audit:** The Regional Council shall cause an annual external audit of the financial affairs of the Association to be made by a certified public accountant at the end of each fiscal year. The Regional Council shall employ a certified public account of its choosing. The Regional Council shall also establish an Audit Committee to provide oversight of the annual external audit. The members of Audit Committee shall be comprised of members of the Regional Council and serve for one (1) year terms. The First Vice--President shall be a member of the Audit Committee and the Second Vice-President shall serve as the chair of the Audit Committee for one (1) year. The audit report shall be made to Association member cities and counties.
- F. **Indemnification for Tort Liability:** In contemplation of the provisions of Section 895.2 of the Government Code of the State of California imposing certain tort liability jointly upon public entities solely by reason of such entities being parties to an agreement as defined in Section 895 of said code, the Members of the Association hereto as between themselves, pursuant to the authorization contained in Sections 895.4 and 895.6 of said code, will each assume the full liability imposed upon it, or any of its officers, agents or employees by law for injury caused by a negligent or wrongful act or omission occurring in the performance of this agreement to the same extent that such liability would be imposed in the absence of Section 895.2 of said code. To achieve the above stated purpose each Member of the Association indemnifies and holds harmless any other Member of the Association for any loss, cost or expense that may be imposed upon such other Member of the Association solely by virtue of said Section 895.2. The rules set forth in Civil Code Section 2778 are hereby made a part of these Bylaws.
- G. **Debts, Liabilities and Obligations of the Association:** Notwithstanding the provisions of Section 7 of said Joint Powers Agreement by which this Association is formed, no contract, employment, debt, liability or obligation of the Association shall be binding upon or obligate any Member of this Association without the express written request or consent of such Member and only to the extent so requested or consented to; nor shall the Association have the authority or the power to bind any member by contract, employment, debt, liability, or obligation made or incurred by it without the written request or consent of such Member, and then only to such extent as so requested or consented to in writing.
- H. **Depositaries and Investments:** In addition to the depositary and the disbursing officer as specified in Section 7 of the Joint Powers Agreement, the Regional Council may authorize additional depositaries and those authorized to disburse the Association's funds, and may specify the terms and conditions pertaining thereto.

ARTICLE IX - STATUTORY AUTHORITY

The Southern California Association of Governments shall be an agency established by a joint powers agreement among the members pursuant to Title 1, Division 7, Chapter 5, of the Government Code of the State of California and shall have the powers vested in the Association by State or Federal law,

the Joint Powers Agreement, or these Bylaws. The Association shall not have the power of eminent domain, or the power to levy taxes.

ARTICLE X - VOLUNTARY WITHDRAWAL

Any Member of the Association, Advisory Member of the Association or Regional Council member may, at any time, withdraw from the Association providing, however, that the intent to withdraw must be stated in the form of a resolution enacted by the legislative body of the agency wishing to withdraw. Such resolution of intent to withdraw from the Association must be given to the Association by the withdrawing agency at least 30 days prior to the effective date of withdrawal. The withdrawing agency shall not be entitled to a refund of the annual assessment paid to the Association.

ARTICLE XI - BYLAWS AND RESOLUTIONS COMMITTEE AND AMENDMENTS

The Bylaws and any amendments thereto are subject to the approval of the General Assembly.

Amendments to these Bylaws may be proposed by an Official Representative, the Executive Director, the Bylaws and Resolutions Committee and the Regional Council.

If proposed by an Official Representative, the amendment shall be submitted to the Association by a deadline established by the Association that is subject to waiver by the SCAG President or Executive Director but which in all cases must be at least forty-five (45) days prior to the regular meeting of the General Assembly for assignment and consideration by the Bylaws and Resolutions Committee.

The Bylaws and Resolutions Committee shall be appointed by the President and composed of twelve (12) representatives of Members of the Association serving on the Regional Council, with at least one (1) representative from each county in the SCAG Region and with at least two (2) representatives being county representatives. The representatives serving on the Bylaws and Resolutions Committee shall have terms that commence on the date of their appointment and extend to ~~the~~ adjournment of the next regular meeting of the General Assembly. A quorum of the Bylaws and Resolutions Committee shall be a majority of its membership. Proxy voting is not allowed and members must be present to vote. The affirmative votes of a majority of those Bylaws and Resolutions Committee members voting shall be required for any action by the Bylaws and Resolutions Committee. The Second Vice-President shall serve as the chair of the Bylaws and Resolutions Committee.

Except for amendments proposed by the Regional Council, all proposed amendments to the Bylaws shall be considered by the Bylaws and Resolutions Committee, and thereafter, by the Regional Council: ~~except, however, & A~~ amendments proposed by the Executive Director or his designee that are not recommended by the Bylaws and Resolutions Committee shall not be sent to the Regional Council. All amendments proposed by an Official Representative, and all amendments proposed by the Bylaws and Resolution Committee ~~or the Regional Council, and all amendments that are proposed by or~~ the Executive Director or his designee that are recommended by the Regional Council along with amendments proposed by the recommendations of the Regional Council, shall be forwarded to the Official Representative of each General Assembly member at least twenty-one~~thirty (2310)~~ days prior

to the regular meeting of the General Assembly at which such proposed amendments will be voted upon.

An affirmative vote of a majority of the Official Representatives or Alternates of the General Assembly voting-eligible Members of the Association present and voting with a quorum in attendance is required to adopt an amendment to these Bylaws. If, within sixty (60) days after the adoption of any amendment, one-third (1/3) or more of the Official Representatives protest such amendment by filing a written protest with the Executive Director, the adoption of such amendment shall be suspended until the next meeting of the General Assembly when the amendment shall again be taken up for consideration and vote.

Notwithstanding any provision of the agreement establishing the Association, Article V - A-4(b) and the Article VIII A, B, and E of said Bylaws shall not be changed except with the concurrence of the legislative body of each signatory party to said agreement which has not then withdrawn from the Association.

ARTICLE XII - EFFECTIVE DATE

These Bylaws shall go into effect immediately upon the effective date of the agreement establishing the Association.

ARTICLE XIII - HIRING PROHIBITION

No individual who is or was an Official Representative or Alternate on SCAG's General Assembly or is or was a representative of a Member of the Association or of an Advisory Member of the Association or of a Regional Council member serving on the Regional Council or is or was a member of any of SCAG's Policy Committees shall be eligible for compensated employment with SCAG for a period of one (1) year after the individual's last day of service in any of the SCAG positions described in this Article.

Bylaws adopted by the Joint County-City SCAG Committee:

March 27, 1964

Bylaws amended by the SCAG General Assembly:

February 24, 1966

November 4, 1966

February 24, 1967

February 18, 1970

September 24, 1970

February 16, 1973

September 12, 1974

February 27, 1975

March, 8, 1977

October 6, 1977

March 3, 1978

October 6, 1978

March 16, 1979

October 2, 1980

April 29, 1982

April 26, 1984

January 29, 1987

March 21, 1989

March 22, 1990

April 21, 1991

February 27, 1992

March 12, 1993

March 4, 1994

March 3, 1995

July 3, 1996

October 9, 1997

April 16, 1998

September 3, 1998

April 8, 1999

April 6, 2000

May 1, 2003

September 4, 2003

May 4, 2004

May 5, 2005

May 4, 2006

May 3, 2007

May 8, 2008

May 7, 2009

May 6, 2010

May 5, 2011

April 5, 2012

June 7, 2012

May 2, 2013

May 1, 2014

May 7, 2015

May 5, 2016

May 4, 2017

[May 3, 2018](#)

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Southern California Association of Governments
General Assembly – Business Meeting
Agenda Item No. 4
May 3, 2018

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
GENERAL ASSEMBLY – ANNUAL BUSINESS MEETING
MINUTES OF THE MEETING
THURSDAY, MAY 4, 2017

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE GENERAL ASSEMBLY. A VIDEO RECORDING OF THE ACTUAL MEETING IS AVAILABLE ON THE SCAG WEBSITE AT: www.scag.ca.gov/scagtv/index.htm

The General Assembly of the Southern California Association of Governments (SCAG) held its Business Session meeting at JW Marriott Desert Springs Resort & Spa. A quorum was present.

Delegate and/or Alternate Representatives from the following Cities, Counties, and County Transportation Commissions were in attendance:

Imperial County: Calipatria, El Centro, Holtville, Imperial and County of Imperial.

Los Angeles County: Alhambra, Avalon, Bell, Covina, Culver City, Downey, Duarte, Gardena, Glendale, Glendora, Hawaiian Gardens, Hermosa Beach, Irwindale, La Canada Flintridge, Lomita, Long Beach, Los Angeles, Monrovia, Monterey Park, Palmdale, Pomona, Redondo Beach, Rolling Hills Estates, Rosemead, San Fernando, Signal Hill, South Pasadena, Temple City and Walnut.

Orange County: Aliso Viejo, Anaheim, Brea, Buena Park, Costa Mesa, Dana Point, Fountain Valley, Fullerton, Irvine, La Habra, Laguna Niguel, Laguna Woods, Los Alamitos, Mission Viejo, San Juan Capistrano, Santa Ana, Seal Beach, Villa Park and Yorba Linda.

Riverside County: Banning, Calimesa, Canyon Lake, Cathedral City, Coachella, Corona, Eastvale, Indian Wells, Indio, Lake Elsinore, Moreno Valley, Norco, Palm Desert, Palm Springs, Wildomar and County of Riverside.

San Bernardino County: Barstow, Big Bear Lake, Chino Hills, Colton, Grand Terrace, Highland, Montclair, Needles, Ontario, Redlands, San Bernardino, Upland, Town of Apple Valley and County of San Bernardino.

Ventura County: Moorpark, Oxnard, San Buenaventura, Santa Paula, Simi Valley and County of Ventura.

County Transportation Commissions: OCTA, RCTC, SBCTA [SANBAG], and VCTC.

Staff Present

Hasan Ikhata, Executive Director
Darin Chidsey, Chief Operating Officer
Debbie Dillon, Deputy Executive Director, Administration
Basil Panas, Chief Financial Officer
Joe Silvey, General Counsel
Joann Africa, Chief Counsel/Director, Legal Services
Naresh Amatya, Acting Director of Transportation Planning
Frank Wen, Acting Director of Land Use and Environmental Planning
Catherine Kirschbaum, Chief Information Officer
Tess Rey-Chaput, Office of Regional Council Support

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

SCAG President Michele Martinez, representing the City of Santa Ana, called the meeting to order at 11:05 a.m. During the Presentation of Colors by the Palm Desert California Cadet Corps, President Martinez asked Second Vice President Alan Wapner, City of Ontario, to lead the Pledge of Allegiance.

PUBLIC COMMENT PERIOD

There were no public comments.

REVIEW AND PRIORITIZE AGENDA ITEM/S

There was no reprioritization of the agenda.

CONSENT CALENDAR

Approval Item

1. Minutes of the General Assembly Meeting – May 5, 2016

Receive & File

2. 2017 Local Profiles for SCAG Member Jurisdictions

A MOTION was made (Jahn, City of Big Bear Lake) to approve the Consent Items 1 and 2. Motion was SECONDED (Finlay, City of Duarte) and passed by the following votes:

FOR: Harrington, Aliso Viejo; Amundson, Arcadia; Olsen, Avalon; Franklin, Banning; Hackbarth-McIntyre, Barstow; Saleh, Bell; Jahn, Big Bear Lake; Nava, Brawley; Simonoff, Brea; Brown, Buena Park; Shapiro, Calabasas; Real, Calexico; Hyatt, Calimesa; Beltran, Calipatria; Bonner, Canyon Lake; Pettis, Cathedral City; Marquez, Chino Hills; Sanchez, Coachella; Navarro, Colton; Sharif, Compton; Spiegel, Corona; Genis, Costa Mesa; Plancarte, County of Imperial; Washington, County of Riverside; Parks, County of Ventura; Hagman, County San Bernardino; Delach, Covina; Morales, Cypress; Lewis, Dana Point; Betts, Desert Hot Springs; Ashton, Downey; Finlay, Duarte; Lorimore, Eastvale; Viegas-Walker, El Centro; Armendarez, Fontana; Fitzgerald, Fullerton; Nguyen, Garden Grove; Medina, Gardena; Gharpetian, Glendale; Thompson, Glendora; Robles, Grand Terrace;

Maravilla, Hawaiian Gardens; Krupa, Hemet; McCallon, Highland; Predmore, Holtville; Avila, Huntington Park; Amparano, Imperial; Reed, Indian Wells; Wilson, Indio; Wagner, Irvine; Ortiz, Irwindale; Espinoza, La Habra; Bergman, La Habra Heights; Sarega, La Mirada; Kogerman, Laguna Hills; Minagar, Laguna Niguel; Horne, Laguna Woods; Manos, Lake Elsinore; Voigts, Lake Forest; Osborne, Lawndale; Gazeley, Lomita; Kusumoto, Los Alamitos; Buscaino, Los Angeles*; Rosenthal, Malibu; Shevlin, Monrovia; Dutrey, Montclair; Real Sebastian, Monterey Park; Pollock, Moorpark; Giba, Moreno Valley; Lane, Murrieta; Paget, Needles; Hoffman, Norco; Dorst-Porada, Ontario; Kelly, Palm Desert; Moon, Palm Springs; Hofbauer, Palmdale; Berg, Port Hueneme; Harrison, Redlands; Emdee, Redondo Beach; Bailey, Riverside; Mitchell, Rolling Hills Estates; Clark, Rosemead; Mulvihill, San Bernardino; Weir, San Buenaventura; Lopez, San Fernando; Ruiz, San Jacinto; Ferguson, San Juan Capistrano; Sun, San Marino; Martinez, Santa Ana; Trujillo, Santa Fe Springs; O'Connor, Santa Monica; Procter, Santa Paula; Wapner, SBCTA; Massa-Lavitt, Seal Beach; Wilson, Signal Hill; Mahmud, South Pasadena; Adam, Thousand Oaks; Griffiths, Torrance; Stanton, Town of Apple Valley; Klink, Twentynine Palms; Robinson, Upland; Cox, Victorville; Collacott, Villa Park; Davis, Westlake Village; Beltran, Westmorland; Alvarado, Whittier; Benoit, Wildomar; Huang, Yorba Linda; and Avila, Yucaipa (109).

AGAINST: Sternquist, Temple City (1).

ABSTAIN: Brothers, Fountain Valley; Massey, Hermosa Beach; Winter, Menifee; Kelley, Mission Viejo; Smith, Placentia; Gonzalez, Pomona; Harnik, RCTC; and Judge, VCTC (8).

ACTION ITEMS

3. Fiscal Year 2017-18 General Fund Budget and Membership Assessment Schedule

A MOTION was made (Jahn, City of Big Bear Lake) to approve the Fiscal Year 2017-18 General Fund Budget and Membership Assessment Schedule. Motion was SECONDED (Navarro, City of Colton) and passed by the following votes:

FOR: Harrington, Aliso Viejo; Murray, Anaheim; Tay, Arcadia; Olsen, Avalon; Franklin, Banning; Hackbarth-McIntyre, Barstow; Saleh, Bell; Jahn, Big Bear Lake; Nava, Brawley; Simonoff, Brea; Brown, Buena Park; Shapiro, Calabasas; Real, Calexico; Hyatt, Calimesa; Beltran, Calipatria; Bonner, Canyon Lake; Pettis, Cathedral City; Marquez, Chino Hills; Sanchez, Coachella; Navarro, Colton; Sharif, Compton; Spiegel, Corona; Genis, Costa Mesa; Plancarte, County of Imperial; Washington, County of Riverside; Parks, County of Ventura; Hagman, County San Bernardino; Delach, Covina; Morales, Cypress; Lewis, Dana Point; Betts, Desert Hot Springs; Ashton, Downey; Finlay, Duarte; Lorimore, Eastvale; Viegas-Walker, El Centro; Armendarez, Fontana; Brothers, Fountain Valley; Fitzgerald, Fullerton; Nguyen, Garden Grove; Medina, Gardena; Gharpetian, Glendale; Thompson, Glendora; Robles, Grand Terrace; Maravilla, Hawaiian Gardens; Krupa, Hemet; Massey, Hermosa Beach; McCallon, Highland; Predmore, Holtville; Macias, Huntington Park; Amparano, Imperial; Reed, Indian Wells; Wilson, Indio; Wagner, Irvine; Ortiz, Irwindale; Espinoza, La Habra; Bergman, La Habra Heights; Sarega, La Mirada; Kogerman, Laguna Hills; Minagar, Laguna Niguel; Horne, Laguna Woods; Manos, Lake Elsinore; Voigts, Lake Forest; Osborne, Lawndale; Gazeley, Lomita; Kusumoto, Los Alamitos; Buscaino, Los Angeles *; Rosenthal, Malibu; Winter, Menifee; Kelley, Mission Viejo; Shevlin, Monrovia; Dutrey, Montclair; Real Sebastian, Monterey Park; Pollock, Moorpark; Giba, Moreno Valley; Seyarto, Murrieta; Paget, Needles; Hoffman, Norco; Murphy, OCTA; Dorst-Porada, Ontario;

Kelley, Palm Desert; Moon, Palm Springs; Hofbauer, Palmdale; Smith, Placentia; Gonzalez, Pomona; Berg, Port Hueneme; Harnik, RCTC; Harrison, Redlands; Emdee, Redondo Beach; Bailey, Riverside; Mitchell, Rolling Hills Estates; Clark, Rosemead; Mulvihill, San Bernardino; Weir, San Buenaventura; Lopez, San Fernando; Ruiz, San Jacinto; Ferguson, San Juan Capistrano; Sun, San Marino; Martinez, Santa Ana; Trujillo, Santa Fe Springs; O'Connor, Santa Monica; Procter, Santa Paula; Wapner, SBCTA; Massa-Lavitt, Seal Beach; Wilson, Signal Hill; Mahmud, South Pasadena; Sternquist, Temple City; Adam, Thousand Oaks; Griffiths, Torrance; Stanton, Town of Apple Valley; Denison, Town of Yucca Valley; Klink, Twentynine Palms; Robinson, Upland; VCTC; Cox, Victorville; Collacott, Villa Park; Toma, West Covina; Davis, Westlake Village; Beltran, Westmorland; Alvarado, Whittier; Benoit, Wildomar; Huang, Yorba Linda; and Avila, Yucaipa (122).

AGAINST: None (0).

ABSTAIN: None (0).

4. Ratification of 2017-18 SCAG Board Officers

A MOTION was made (Viegas-Walker, City of El Centro) to ratify the Regional Council's election of 2017-18 SCAG Officer positions: President - Margaret Finlay; First Vice President – Alan Wapner; Second Vice President – William “Bill” Jahn. Motion was SECONDED (Hagman, County of San Bernardino) and passed by the following votes:

FOR: Messina, Alhambra; Harrington, Aliso Viejo; Murray, Anaheim; Tay, Arcadia; Olsen, Avalon; Franklin, Banning; Hackbarth-McIntyre, Barstow; Saleh, Bell; Jahn, Big Bear Lake; Nava, Brawley; Simonoff, Brea; Brown, Buena Park; Shapiro, Calabasas; Real, Calexico; Hyatt, Calimesa; Beltran, Calipatria; Bonner, Canyon Lake; Pettis, Cathedral City; Marquez, Chino Hills; Sanchez, Coachella; Navarro, Colton; Sharif, Compton; Spiegel, Corona; Genis, Costa Mesa; Plancarte, County of Imperial; Washington, County of Riverside; Parks, County of Ventura; Hagman, County San Bernardino; Delach, Covina; Morales, Cypress; Lewis, Dana Point; Betts, Desert Hot Springs; Ashton, Downey; Finlay, Duarte; Lorimore, Eastvale; Viegas-Walker, El Centro; Armendarez, Fontana; Brothers, Fountain Valley; Fitzgerald, Fullerton; Nguyen, Garden Grove; Medina, Gardena; Gharpetian, Glendale; Thompson, Glendora; Robles, Grand Terrace; Maravilla, Hawaiian Gardens; Krupa, Hemet; Massey, Hermosa Beach; McCallon, Highland; Predmore, Holtville; Macias, Huntington Park; Amparano, Imperial; Reed, Indian Wells; Wilson, Indio; Wagner, Irvine; Espinoza, La Habra; Bergman, La Habra Heights; Sarega, La Mirada; Kogerman, Laguna Hills; Minagar, Laguna Niguel; Horne, Laguna Woods; Manos, Lake Elsinore; Voigts, Lake Forest; Osborne, Lawndale; Gazeley, Lomita; Kusumoto, Los Alamitos; Buscaino, Los Angeles *; Rosenthal, Malibu; Winter, Menifee; Kelley, Mission Viejo; Shevlin, Monrovia; Dutrey, Montclair; Real Sebastian, Monterey Park; Pollock, Moorpark; Giba, Moreno Valley; Seyarto, Murrieta; Paget, Needles; Hoffman, Norco; Murphy, OCTA; Dorst-Porada, Ontario; Kelley, Palm Desert; Moon, Palm Springs; Hofbauer, Palmdale; Smith, Placentia; Gonzalez, Pomona; Berg, Port Hueneme; Harnik, RCTC; Harrison, Redlands; Emdee, Redondo Beach; Bailey, Riverside; Mitchell, Rolling Hills Estates; Clark, Rosemead; Mulvihill, San Bernardino; Weir, San Buenaventura; Lopez, San Fernando; Ruiz, San Jacinto; Ferguson, San Juan Capistrano; Sun, San Marino; Martinez, Santa Ana; Trujillo, Santa Fe Springs; O'Connor, Santa Monica; Procter, Santa Paula; Wapner, SBCTA; Massa-Lavitt, Seal Beach; Wilson, Signal Hill; Becerra, Simi Valley; Mahmud, South Pasadena; Sternquist, Temple City; Adam, Thousand Oaks;

Griffiths, Torrance; Stanton, Town of Apple Valley; Denison, Town of Yucca Valley; Klink, Twentynine Palms; Robinson, Upland; Judge, VCTC; Cox, Victorville; Collacott, Villa Park; Toma, West Covina; Davis, Westlake Village; Beltran, Westmorland; Alvarado, Whittier; Benoit, Wildomar; Huang, Yorba Linda; and Avila, Yucaipa (123).

AGAINST: None (0).

ABSTAIN: None (0).

5. Consideration of Proposed Amendments to the SCAG Bylaws

A MOTION was made (McCallon, City of Highland) to approve the proposed amendments to the SCAG Bylaws. Motion was SECONDED (Hagman, County of San Bernardino) and passed by the following votes:

FOR: Messina, Alhambra; Harrington, Aliso Viejo; Murray, Anaheim; Tay, Arcadia; Olsen, Avalon; Franklin, Banning; Hackbarth-McIntyre, Barstow; Saleh, Bell; Jahn, Big Bear Lake; Nava, Brawley; Brown, Buena Park; Shapiro, Calabasas; Real, Calexico; Hyatt, Calimesa; Beltran, Calipatria; Bonner, Canyon Lake; Pettis, Cathedral City; Marquez, Chino Hills; Sanchez, Coachella; Navarro, Colton; Sharif, Compton; Spiegel, Corona; Genis, Costa Mesa; Plancarte, County of Imperial; Washington, County of Riverside; Hagman, County San Bernardino; Delach, Covina; Clarke, Culver City; Morales, Cypress; Lewis, Dana Point; Betts, Desert Hot Springs; Ashton, Downey; Finlay, Duarte; Lorimore, Eastvale; Viegas-Walker, El Centro; Armendarez, Fontana; Brothers, Fountain Valley; Fitzgerald, Fullerton; Nguyen, Garden Grove; Gharpetian, Glendale; Thompson, Glendora; Robles, Grand Terrace; Maravilla, Hawaiian Gardens; Krupa, Hemet; Massey, Hermosa Beach; Predmore, Holtville; Macias, Huntington Park; Amparano, Imperial; Reed, Indian Wells; Wilson, Indio; Wagner, Irvine; Ortiz, Irwindale; Curtis, La Canada Flintridge; Espinoza, La Habra; Sarega, La Mirada; Kogerman, Laguna Hills; Minagar, Laguna Niguel; Horne, Laguna Woods; Manos, Lake Elsinore; Voigts, Lake Forest; Osborne, Lawndale; Gazeley, Lomita; Kusumoto, Los Alamitos; Buscaino, Los Angeles *; Rosenthal, Malibu; Winter, Menifee; Kelley, Mission Viejo; Shevlin, Monrovia; Dutrey, Montclair; Real Sebastian, Monterey Park; Pollock, Moorpark; Giba, Moreno Valley; Seyarto, Murrieta; Paget, Needles; Hoffman, Norco; Murphy, OCTA; Dorst-Porada, Ontario; Kelley, Palm Desert; Moon, Palm Springs; Hofbauer, Palmdale; Smith, Placentia; Gonzalez, Pomona; Berg, Port Hueneme; Harnik, RCTC; Harrison, Redlands; Emdee, Redondo Beach; Bailey, Riverside; Mitchell, Rolling Hills Estates; Clark, Rosemead; Mulvihill, San Bernardino; Weir, San Buenaventura; Lopez, San Fernando; Ruiz, San Jacinto; Ferguson, San Juan Capistrano; Sun, San Marino; Martinez, Santa Ana; Trujillo, Santa Fe Springs; O'Connor, Santa Monica; Procter, Santa Paula; Wapner, SBCTA; Massa-Lavitt, Seal Beach; Wilson, Signal Hill; Becerra, Simi Valley; Mahmud, South Pasadena; Sternquist, Temple City; Adam, Thousand Oaks; Griffiths, Torrance; Stanton, Town of Apple Valley; Denison, Town of Yucca Valley; Klink, Twentynine Palms; Robinson, Upland; Judge, VCTC; Cox, Victorville; Collacott, Villa Park; Toma, West Covina; Davis, Westlake Village; Beltran, Westmorland; Alvarado, Whittier; Benoit, Wildomar; Huang, Yorba Linda; and Avila, Yucaipa (119).

AGAINST: Parks, County of Ventura; Medina, Gardena; McCallon, Highland; Bergman, La Habra Heights; Alvarado, Whittier; and Huang, Yorba Linda (6).

ABSTAIN: None (0).

PRESIDENT'S REPORT

President Martinez noted that the President's Report is included in the General Assembly agenda packet.

Year in Review

Hasan Ikhata, Executive Director, thanked outgoing President Michele Martinez, City of Santa Ana, for her tenure as SCAG President and commended her commitment and leadership within the past year. Mr. Ikhata introduced a video of SCAG's accomplishments under outgoing President Martinez's leadership entitled, "2017 Year in Review."

Recognition of Outgoing President Michele Martinez, City of Santa Ana

Outgoing President Michele Martinez made remarks. She thanked her fellow elected officials; SCAG Past Presidents; SCAG Executive Director Hasan Ikhata, Chief Operating Officer Darin Chidsey; and SCAG staff. In closing, she introduced Incoming President Margaret Finlay.

Recognition of Incoming President Margaret Finlay, City of Duarte

Incoming President Margaret Finlay made remarks. She thanked the General Assembly members and SCAG staff for their support in the past year and stated she is looking forward to building on the priorities for the region developed by Immediate Past President Michele Martinez.

ADJOURNMENT

There being no further business, Immediate Past President Martinez adjourned the General Assembly meeting at 1215 p.m.

[MINUTES ARE UNOFFICIAL UNTIL APPROVED BY THE GENERAL ASSEMBLY]

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Southern California Association of Governments
General Assembly – Business Meeting

Agenda Item No. 5
May 3, 2018

To: General Assembly

From: Margaret E. Finlay, SCAG President

A handwritten signature in blue ink that reads "Margaret E. Finlay". The signature is written in a cursive, flowing style.

Subject: Year In Review

In accordance with the SCAG's Bylaws, and on behalf of the Regional Council, I am submitting to the General Assembly and the Regional Council a summary of the agency's activities and achievements since the General Assembly last met in Palm Desert on May 4, 2017.

SCAG has had many successes and new developments this year. The agency convened hundreds of regional leaders at well-regarded conferences, led innovative new planning initiatives, conducted valuable research and analysis for members and partners and began laying the foundation for the 2020 Regional Transportation Plan/Sustainable Communities Strategy. The agency has adopted a new strategic plan, including refined organizational mission and vision statements and a new set of goals and objectives. SCAG's headquarters also has a new home, in a state-of-the-art space that will further enable the agency to produce forward-thinking, high-quality work.

I am pleased to share with the General Assembly the attached report of SCAG's Annual Accomplishments for the 2017-2018 fiscal year. The featured accomplishments highlight our work to identify and address the needs of the region, and promote sustainability, prosperity and quality of life for all Southern Californians.

It is thanks to the support and partnership of our member cities and counties that SCAG is able to produce effective, influential plans that facilitate a brighter future for the region. The agency staff and members of the Regional Council are sincerely grateful for the contributions and collaboration of SCAG's members.

ATTACHMENT:

Fiscal Year 2017 – 18 Accomplishments

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Fiscal Year 2017-2018 Accomplishments

SCAG Goal 1:

Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies.

a. Complete Strategic Plan Update

In February 2018, the Regional Council unanimously voted to adopt a new strategic plan for the agency. In July 2016, the Executive/Administration Committee determined that SCAG had made considerable progress on the goals set out by the 2009 strategic plan, and directed staff to initiate an update. In a fully collaborative process that included stakeholder surveys, focus groups and best-practice analysis, the President's Strategic Plan Committee and a cohort of SCAG staff developed an update designed to provide new and ambitious guidance for the agency's work. The 2018 Strategic Plan includes updated organizational mission and vision statements and refined core agency values, as well as a new set of goals and objectives.

b. Work with local, state and federal partners and stakeholders to implement strategies and monitor progress of the adopted 2016 RTP/SCS and 2017 FTIP.

The Regional Council adopted Amendment #2 to the 2016 Regional Transportation Plan / Sustainable Communities Strategy (RTP/SCS) in July 2017 to reconcile Measure M in LA County among other changes throughout the region, and initiated Amendment #3. This year the agency also prepared and certified approval for Addendum No. 2 for the 2016 RTP/SCS Program Environmental Impact Report (PEIR), and prepared draft Addendum No. 3 for the 2016 RTP/SCS PEIR. SCAG provided ongoing customer service to local jurisdiction regarding California Environmental Quality Act (CEQA) streamlining related to the 2016 RTP/SCS PEIR, and established an Environmental Justice Working Group, holding the first Environmental Justice Working Group meeting on May 17, 2018.

SCAG continued to review projects submitted to SCAG's IGR Program for RTP/SCS goal and policy consistency. The agency also participated in multiple workshops and teleconferences in coordination with FHWA, Caltrans, and other state MPOs to develop statewide and regional MAP-21/FAST Act federal performance-based planning monitoring and reporting program, including the setting of state and regional performance targets in designated planning areas. Obtained data for key measures in support of SCAG's on-going 2016 RTP/SCS performance monitoring program.

This year, SCAG held 10 Transportation Conformity Working Group (TCWG) meetings to conduct Clean Air Act required interagency consultation on critical issues related to both regional (RTP and FTIP) and project-level conformity, and processed particulate matter (PM)

hot spot interagency review forms or analyses in a timely manner to move forward important transportation projects towards implementation.

Staff prepared and secured Regional Council adoption & federal approval of conformity determinations for 2016 RTP/SCS Amendment #2, prepared and received Federal approval of conformity analyses for 2017 FTIP Amendments, prepared two air quality and conformity related chapters of Final 2019 FTIP Guidelines, and prepared draft conformity analysis for 2019 FTIP and 2016 RTP/SCS Consistency Amendment #3.

SCAG collaborated with the California Air Resources Board and air districts for evaluating and establishing two sets of new PM2.5 and PM10 conformity budgets in the Imperial County 2018 PM10 Plan and 2012 Annual PM2.5 Plan; prepared OCTA's SR-241/91 Connector TCM substitution; Reviewed and processed on-going TCM delay requests from Metro, VCTC, RCTC, and SBCTA; compiled, analyzed, & uploaded annual SCAG-region CMAQ report from six county transportation commissions; and monitor critical air quality & conformity regulations, plans, programs, policies, and issues.

SCAG has produced regional geospatial datasets of general plan land use, specific plan land use, zoning and existing land use at parcel-level to aid in its regional transportation planning, scenario planning and growth forecasting as well as facilitating policy discussion on various planning issues.

SCAG also launched a High Quality Transit Area (HQTA) Pilot Project with 5 cities to help develop customized local vision plans that deliver sustainable, customized, market-ready, transit-oriented strategies that support reduced greenhouse gas emissions and reliance on single-occupancy vehicles.

This year saw the completion of a study with UCLA to identify the causes of recent declines in regional transit ridership. The overwhelming factor appears to be a dramatic increase in private automobiles in Southern California, with 2.1 million additional vehicles from 2000 to 2015. Vehicle ownership grew disproportionately among those that are most likely to take transit. Given the region's limited ability to expand roadway capacity, this important study sets the stage for vital policy discussions and mobility alternatives leading into the 2020 Regional Transportation Plan/Sustainable Communities Strategies (RTP/SCS).

By the end of fiscal year 2017-2018, SCAG will conclude the majority of work on its first major update to the Regional Intelligent Transportation Systems (ITS) Architecture since 2011. SCAG is required under federal law to prepare and maintain the ITS Architecture to ensure that projects comply with the national ITS architecture and appropriate standards, and remain eligible for federal funds. This update incorporates new standards and protocols for connected vehicles developed by the US Department of Transportation as part of the Connected Vehicle Reference Implementation Architecture. The updated Regional ITS

Architecture will further support and facilitate regional integration, connectivity, and coordination in this age of rapid technological advancement.

SCAG continues to support the California High-Speed Rail Authority (CHSRA), County Transportation Commissions, Metrolink and the LOSSAN Corridor Agency to secure passenger rail funding and advance planning and project development for Southern California High-Speed Rail MOU projects. About \$76.7 million in MOU funds have now been committed to the Rosecrans/Marquardt grade separation in Santa Fe Springs. This critical project will complete triple-tracking between downtown Los Angeles, greatly increasing train capacity. The grade crossing is ranked as one of the most hazardous crossings in the state, traversed by more than 100 freight and passenger trains and 45,000 vehicles daily. The CHSRA's Draft 2018 Business Plan also proposes \$423 million in MOU funds for Link Union Station (US) to provide run-through tracks over the US 101 freeway, greatly improving Union Station's capacity and allowing for increased speed and service levels for Metrolink and Amtrak services across the region.

In coordination with Metro, Metrolink and the San Bernardino County Transportation Authority, SCAG will complete by the end of FY17-18 the Los Angeles-San Bernardino Inter-County Transit and Rail Connectivity Study, strategy focusing on the Metro Gold Line Foothill Extension and the Metrolink San Bernardino Line corridors. The study will recommend a strategy for coordinated transit and rail improvements, including Bus Rapid Transit, Light Rail and Commuter Rail, which best serve communities along the corridor, including travel to and from Ontario International Airport.

In September 2017, the Regional Council approved the 2019 Federal Transportation Improvement Program (FTIP) Guidelines. Analysis of county 2019 FTIP submittals will be included in the Draft 2019 FTIP and made available for a 30-day public review in July 2018. Completed 6 Amendments and 6 Administrative Modifications to the 2017 FTIP. Completed 1 Consistency Amendment to the 2017 FTIP for an Amendment to the 2016 RTP/SCS. Completed the Annual Listing of Obligated Projects. Continued the processing of FTA grant concurrences, FTA Quarterly Balance Reports, and issuing of 5307 Inter-County Apportionments.

SCAG initiated the I-105 Corridor Sustainability Study that will take a comprehensive approach to identifying challenges and opportunities along the corridor by engaging the key stakeholders and the public in meaningful and tangible ways.

- c. Establish the foundation—Plan Goals, Process Objectives and Desired Outcomes—for the development of the 2020 RTP/SCS, RHNA & PEIR.**

For the development of the 2020 RTP/SCS, SCAG has worked successfully with the California Air Resources Board and other MPOs for an ambitious but achievable SB 375 Target Update which will apply to the 2020 RTP/SCS and beyond. For over a year, SCAG staff has worked

collaboratively with ARB staff and other MPOs to address various issues as related to the Target update. On March 22, 2018, ARB approved a 19% per capita GHG reduction by 2035 for the SCAG region which was consistent with the Regional Council directive, higher than the 2016 RTP/SCS GHG achievement but lower than the original ARB staff recommendation of 21%.

This year, SCAG convened our Panel of Experts to establish the likely regional growth figures for the horizon year of the 2020 RTP/SCS. This feedback from economists and demographers across the State of California helped to inform the development of the 2020 RTP/SCS, RHNA, and PEIR. The Regional Council also adopted the Guiding Principles for the Bottom-Up Local Input and Envisioning Process, which detail SCAG’s role in meeting with jurisdictions one-on-one to establish an accurate picture of existing conditions throughout the region and seek feedback on locally anticipated growth. One-on-One meetings began in November, and will likely conclude this summer. To solicit input from local partners, SCAG created individual Data/Map Books for each jurisdiction, and held several trainings on SCAG’s web-enabled interactive GIS system – the Scenario Planning Model Data Management Site.

In preparation for the 2020 RTP/SCS development, SCAG communicated with local jurisdictions to collect local land use information of general plan land use, specific plan land use, zoning and existing land use, and compiled them into Geographic Information System (GIS) format. At the jurisdictional level, general plan land use, specific plan land use, zoning and existing land use maps were prepared with local land use or zoning codes as well as with the SCAG’s standardized 2016 Regional Land Use Codes. The land use maps were developed for 197 local jurisdictions in the SCAG Region and included in the Data/Map Book which has been prepared for the 2020 RTP/SCS Local Input and Envisioning Process.

Other achievements from the last year in establishing the foundation for the 2020 RTP/SCS, Regional Housing Needs Assessment (RHNA) and Program Environmental Impact Report (PEIR):

- *Initiated work efforts for the 2020 RTP/SCS PEIR and secured a consultant.*
- *Developed and distributed the Local Input Survey to support the development of the 2020 RTP/SCS.*
- *Initiated work efforts for the 2020 RTP/SCS Environmental Justice analysis for the 2020 RTP/SCS Environmental Justice Appendix.*
- *Developed regional ‘Trends & Conditions’ report, providing baseline performance data for a multitude of regional performance measures, including those in support of MAP-21/FAST Act federal performance-based planning requirements.*
- *Provided over 20 RHNA presentations to subregions, local jurisdictions & other stakeholders throughout the region*

- *Developed a series of policy pathways to identify custom strategies for Southern California to help the State meet 2030 and 2050 GHG reduction targets.*
 - *Regional Council adopted the Safety Targets for calendar year 2018 for the SCAG region consistent with the statewide targets established by Caltrans pursuant to and in compliance with the MAP-21 performance planning requirements.*
- d. Continue to host Annual Summits to increase awareness and information on regional issues and how to implement best practices to solve those issues.**

2017 Regional Conference and General Assembly: Innovating for a Better Tomorrow – More than 850 civic leaders from throughout Southern California gathered in Palm Desert for SCAG’s 52nd Annual Regional Conference and General Assembly. The two-day conference was a big hit, not only well-attended but highly engaged and informative. The conference also received a high level of sponsor engagement.

2017 Economic Summit: The Cost of Not Housing – More than 450 of Southern California’s civic and business leaders convened in downtown Los Angeles on Nov. 9 to attend the Eighth Annual Southern California Economic Summit, “The Cost of Not Housing,” co-hosted by SCAG and the Southern California Leadership Council. The program featured remarks from Assemblymember Richard Bloom, Assemblymember Dante Acosta, and former Governor Pete Wilson, detailed economic projections from SCAG’s team of economists, and input from industry experts and housing leaders at the state, city and community level on solutions to the housing affordability crisis. The summit received notable media coverage in regional outlets.

SCAG hosted the 2018 HPMS Workshop with Caltrans on March 21, 2018 to provide updated information to regional stakeholders regarding the annual HPMS traffic and pavement data collection process.

SCAG collaborated with USC to hold the 28th Annual Demographic Workshop in June of 2017, drawing more than 150 people from over 70 different organizations. Staff is planning to hold the next event in this yearly series on June 11, 2018.

LUCA Workshop - SCAG continues to collaborate with partner agencies to host workshops to increase awareness and information for jurisdictional members. On March 2018, SCAG hosted the 2020 Census Local Update of Census Addresses Operation (LUCA) workshop. Many participants from local jurisdictions attended the workshop.

SCAG plans to host a Future Communities Forum in concert with the 2018 General Assembly to promote initiative and increase awareness of data tools available or under development to improve regional and local planning through harnessing new technologies and enhanced analytics.

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- e. Continue supporting SCAG's Sustainability Program projects, Go Human Regional Active Transportation Safety and Encouragement Campaign, and other outreach and public involvement programs for implementing strategies of the 2016 RTP/SCS.**

Over 60% of SCAG's Sustainability Planning Grants from the 2016 call for projects are expected to be under contract by end of June 2018. This represents an investment of over \$6 million in sustainability that integrates land use and transportation planning.

Selected and administered the Sustainability Planning Grants: 2017 Active Transportation Call for Proposals to support local agencies in implementing the active transportation elements of the RTP/SCS.

This fiscal year, SCAG completed seven Go Human events and demonstration projects in communities across Southern California, for a total of 21 demonstration events since the initiative launched in late 2015.

Through Go Human Awareness Campaign, SCAG will achieve by the end of the fiscal year an additional 125 million estimated impressions through billboards, transit stations, digital, social media and radio ads, to add to the more than ½ billion impressions already achieved.

- f. Continue leadership role in freight planning and facilitating collaboration with public and private sector partners to achieve an environmentally and economically sustainable freight system for the region.**

SCAG convened several meetings with regional stakeholders about the Southern California National Freight Gateway Collaboration, and continued to develop strategies to advance regional goods movement objectives. The agency also completed the SCAG Regional Warehousing Study.

This year, SCAG conducted initial analysis and preliminary research for studies on: paths to clean vehicle technology and alternative fuels implementation in San Bernardino County; truck traffic on the eastern segment of the East-West Freight Corridor; financial mechanisms and their potential application for public-private partnerships in Southern California; traffic circulation plans for the Calexico West Point of Entry (POE) Expansion Special Project with ICTC; and the 2020 RTP/SCS goods movement elements.

- g. Advance the brand identity of SCAG and streamline communications to enhance organizational credibility with our both internal and external audience and provide thorough and timely messaging for our client institutions.**

This year, SCAG developed a new Draft 2018 Public Participation Plan and released it for public review and comment. This updated plan was developed to reflect changes in communication technologies and public engagement best practices, in order to ensure that the agency's public engagement is effective and inclusive. Staff anticipates bringing a draft final plan to the Regional Council for adoption in Summer 2018.

SCAG also initiated a practice of compiling and sharing a daily roundup of news clips, distributing the daily update to the Regional Council and Policy Committee members as well as the legislative offices of our delegations in Sacramento and Washington, D.C.

SCAG's 100 Hours campaign, a media initiative designed to highlight the untenable state of Southern California's congestion problem and start a conversation about traffic solutions, generated a lot of interest from outlets at the local and national level (including the Los Angeles Times, CNN, the Southern California News Group and more), raising the profile of the agency in the public conversation on transportation policies.

The SCAG-sponsored study "Falling Transit Ridership: California and Southern California," received substantial press coverage from major media outlets, sparking a major public discussion on issues related to public transportation planning and car congestion.

Completed move to new Los Angeles office on-time, on budget with no issues which greatly improves SCAG's brand identity as well as recruitment and retention capabilities.

Advanced the brand identity by collaborating with the California State Archives (CSA) on the Historical Records of the Agency.

h. Explore opportunities and share best practices to ensure the long-term fiscal stability of member jurisdictions.

SCAG has conducted several pilot studies to evaluate the economic benefit of establishing tax increment financing districts for local projects under new state legislation. Enhanced Infrastructure Financing Districts, Community Revitalization Investment Authorities, and Affordable Housing Authorities are a few new tools that can help local jurisdictions can utilize to capture tax increment property tax revenue to establish sustainable infrastructure, transit oriented development, and affordable housing.

i. Continue to develop and promote a regional resiliency program including earthquake awareness and preparation.

SCAG, in partnership with the Dr. Lucy Jones Center for Science and Society, launched the Southern California Earthquake Preparedness Initiative in the fall of 2016. The overall goal of

the initiative was/is to protect the Southern California economy from the predictable disruption that would result from a large-scale earthquake. Seismic safety policy has traditionally focused on reducing the number of lives lost during an earthquake. However, Southern California faces the very real possibility that a major earthquake could permanently cripple the regional economy by obstructing lifelines and creating a significant loss of useable buildings. This type of disruption would cause large-scale business closures, unemployment, and the outmigration of both residents and companies alike. Reducing our region's risk to these potential consequences is not just imperative to saving lives and property, but also our quality of life and the economy. The SCAG Earthquake Preparedness Initiative has helped local jurisdictions prepare and protect the regional economy by providing three meaningful phases of education, outreach, and technical assistance. This year a third phase was instituted in July 2017 and continues through the current fiscal year.

Phase three has encompassed the grouping of jurisdictions by geography in order to create regional cohorts that encourage collaboration and information sharing. Respective cohorts meet monthly where tasks are reviewed, best practices are shared, and expert information is provided. Beyond the monthly meetings, the Dr. Lucy Jones Center staff has provided technical expertise to each jurisdiction with regular one-on-one calls and/or meetings to support individual efforts.

By the end of fiscal year 2017-2018, SCAG will have completed the Transit Climate Adaptation and Resiliency Study, which identifies resources for local transit providers to use in incorporating adaptation/resilience into their planning, budgeting, and operations.

SCAG Goal 2:

Obtain Regional Transportation Infrastructure and Sustainability Funding and Promote Legislative Solutions for Regional Planning Priorities.

a. Increase advocacy efforts at the state and federal level to implement board-adopted legislative priorities.

This year, SCAG strengthened its relationships with key influencers including Governor Brown and Mayor Garcetti, both of whom appeared before the Regional Council to discuss major regional policy and planning issues.

In the development of new state and regional climate targets under SB 375, SCAG engaged the California Air Resources Board and other regional agencies in a collaborative process that resulted in the adoption of ambitious, achievable benchmarks for the region.

SCAG made multiple trips to Sacramento to meet with a large number of state legislators to discuss legislative priorities including the importance of the region receiving a fair share of funding to build affordable housing, sustainable communities, and other transformative

infrastructure projects. Representatives for the agency also made visits to Washington, D.C. to promote the region's interests at the national level.

SCAG joined a coalition of Southern California transportation agencies in issuing a joint letter to congressional leadership in November, expressing concern with the potential impact of proposed tax legislation on Southern California's transportation system and economic health. The letter was co-signed by every major transportation agency in the region.

SCAG staff reviewed proposed updates to the State CEQA Guidelines and SB 743 implementation guidelines and submitted a comment letter to Natural Resources Agency on March 15, 2018.

- b. Continue advocating for the SCAG region to receive equitable share of additional state and federal revenues for the region including access to innovative financing and additional funding sources for the agency.**

SCAG made multiple trips to Sacramento to meet with a large number of state legislators to discuss the need for regional equity in cap-and-trade derived funding.

SCAG took a leadership position in the conversation on SB1, the Road Repair and Accountability Act of 2017, speaking at press events and publishing op-eds in support. The agency joined a strong coalition of state transportation leaders in championing the legislation.

SCAG was able to influence the program guidelines the reauthorization of California's cap-and-trade program in several key areas, including the Sustainable Communities program which will likely improve the parity in funding distribution in the future.

- c. Work collaboratively with County Transportation Commissions and stakeholders on SB 1 implementation. Prepare and position the region for adequate share of competitive grant application for \$25 million regional and local planning grants.**

Over \$11 million in SB1 formula funds were secured and programmed by SCAG from the Caltrans Sustainable Communities Grant Program for transportation planning projects including:

- SCAG Sustainability Planning Grants to member jurisdictions*
- Sustainable Communities Strategy Scenario Development & Outreach*
- Future Communities Framework, Study and Pilot Program*
- Regional Data Platform*
- Mobility Innovations & Incentives - Revealed Preference Demo Study & Equity Analysis*

- *Integrated Passenger and Freight Rail Forecast*
- *Housing Monitoring for Sustainable Communities Strategy*
- *Strategies to meet updated SB375 GHG reduction targets*

SCAG secured over \$900,000 in competitive SB1 Climate Adaptation grant funds (the largest award in California) to develop a Regional Climate Adaptation Framework for the entire SCAG region.

The agency also developed the Augmented 2017 Regional Active Transportation Program (ATP) to program an additional \$50 million in SB 1 funding to advance awards or select new projects submitted through the 2017 ATP.

SCAG has partnered with Access Services of Los Angeles and the Orange County Transportation Authority, the region's two largest providers of Americans with Disabilities Act (ADA) paratransit services, to successfully apply for SB-1 competitive grant funds to develop the first regional paratransit demand forecast. This study, anticipated to commence in FY18-19, will help the region measure the performance of regional plans in serving the mobility needs of elderly and disabled residents, and identify the operational investments necessary to meet those needs, directly supporting development of the 2020 RTP/SCS.

SCAG also developed the Augmented 2017 Regional Active Transportation Program (ATP) to program an additional \$50 million in SB 1 funding to advance awards or select new projects submitted through the 2017 ATP.

- d. Investigate and research applicability and effectiveness of new funding mechanisms, for example EIFD/CRIAs in addressing infrastructure needs, including transportation, industrial facilities, airports, affordable housing, urban runoff, and water quality.**

This year, SCAG's criteria to evaluate the potential for establishing an EIFD or CRIA was utilized in the Los Angeles County Metropolitan Transportation Authority's (METRO) grant criteria for the latest round of their Transit Oriented Development (TOD) grants. Three grants were awarded to jurisdictions in the SCAG region, at a value exceeding \$300,000. SCAG also initiated several pilot projects to evaluate the viability of establishing an EIFD or CRIA to support infill development in the San Pedro neighborhood of Los Angeles, transit oriented development near the anticipated Metrolink Station in City of Placentia, habitat restoration for the Salton Sea Management Program among others.

Other activities from this fiscal year investigating funding for transportation and infrastructure:

- *RTP Financial Planning - Completion of the 2016 RTP/SCS financial plan and updates to the 2016 RTP/SCS financial plan.*
- *Transportation User Fee - Planning Groundwork Project Phase II - Development of strategic action plan and demonstration framework for a transportation user fee.*
- *Value Pricing Project Management Assistance - Project management assistance with implementing 2016 RTP/SCS, technical groundwork for development of 2020 RTP/SCS, and value pricing projects.*
- *Mobility Innovations and Pricing - Initiated assessment of Mobility Pricing Pilot program.*
- *Express Travel Choices Phase III - Continued stakeholder engagement and feasibility analysis.*
- *Mobility Innovations & Incentives – Revealed Preference Demonstration Study - Initiated revealed preference demonstration experiment.*
- *Mobility Innovations & Incentives – Equity Analysis - Initiated equity analysis and engagement of Disadvantaged Community stakeholders.*

SCAG Goal 3:

Enhance the Agency's Long Term Financial Stability and Fiscal Management.

- a. Ensure SCAG's resources are used strategically and effectively by following best practices for budgeting, contracting and accounting.**

The fiscal year 2017 external audit and Single Audit opinions were clean. Staff started an effort to evaluate business processes across the finance and project management functions to apply improvements that will continue into fiscal year 2019.

- b. Pursue improving Enterprise Resource System to enhance Finance, Human Resources and all program and business functions across the agency.**

SCAG's information technology team developed a new Financial Management System which was deployed to assist the budget development process for fiscal year 2018-2019. Research on a new Enterprise Resource System is ongoing. SCAG brought a new Chief Information Officer on board starting in November 2017, in the midst of the office move, which put this effort on hold.

- c. Explore and pursue additional funding for SCAG programs that benefit the region.**

SCAG's successfully applied for a grant of \$2 million in funding from the Mobile Source Air Pollution Reduction Review Committee (MSRC) to support a new Future Communities Grant Program. The grants will be provided to local jurisdictions to deploy smart

sensors/technologies and use data analytics to improve transportation access and increase the efficiency of municipal services.

In collaboration with scholars in computer science and regional planning, SCAG and Kent State University (Principal Investigator: Dr. Xinyue Ye) co-submitted a proposal to the National Science Foundation's call for integrative research in "Smart and Connected Communities." The proposed research would conduct stakeholder engagement and develop system architecture for real-time data management for planned and unplanned events such as the 2028 Olympics and natural disasters. Real-time data, for example from crowdsourcing or social media, can assist in task queuing, evacuation routing, and transportation demand management.

The budget for fiscal year 2019 reflects additional funding as follows: SB1 \$11 Million; ATP \$3 Million, OTS \$2 Million.

SCAG Goal 4:

Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communication Technologies.

a. Continue the utilization of state of the art models, information systems and communication technologies in new initiatives such as Big Data/Open Data.

SCAG is a regional leader in data collection, analysis, and dissemination in support of data-driven regional transportation planning and sustainable communities development. As such, SCAG has developed an Enterprise Geographic Information System (EGIS) that is integrated throughout the agency so that SCAG staff can manage, share, and use location-based data and related information to address a variety of planning needs and challenges. The system contains over 300 GIS datasets, 1,500 data items/topics, 15 web-based GIS applications that serve local jurisdictions, communities, and stakeholder as a prototype of regional data platform. The system is currently maintained within SCAG's IT infrastructure and is upgraded regularly for new functions and system enhancement.

Utilizing a robust web technology and integrated SCAG's EGIS data inventory, SCAG staff has developed web-based SCAG Open Data Portal. As part of extension of SCAG GIS data library, the Portal is integrated with SCAG EGIS system and helps users to search, query, visualize, analyze, and download GIS data through a browser-based user interface. There are 25 different datasets that are categorized by Administrative Boundary, Census, Environment, Land Use, Modeling, Planning, and Transportation, available on the Portal. SCAG staff will continue to add more datasets on the Portal in coming months. Integrating open data with GIS technology, SCAG stands the forefront of innovative planning, government transparency, and collaborative community engagement.

SCAG initiated a new program aimed at increasing the adoption of new technology and the accessibility of data and analytics to our partner agencies and the general public. The Future Communities Initiative (FCI) is a three year program that will provide guidance, support data coordination and standardization, expand partnerships, and provide resources to local jurisdictions throughout Southern California. This program will specifically result in studies and strategies for local cities that outline the steps needed to become smart communities, develop a process for identifying data sets that could benefit from regional standardization and create processes for coordinating data collection, explore opportunities for engagement with supportive initiatives and build partnerships that magnify impact, and pursue resources for planning and implementation of open data, big data, and new technology initiatives.

The agency developed advanced transportation demand models such as an activity-based model (ABM). The model is a state of the art modeling tool that will be used for the analysis of SCAG's main plans and programs, including the 2020 RTP/SCS. SCAG also provided modeling tools and technical support to SCAG subregions for the development of sub-regional transportation models including Imperial County, San Bernardino County, and Ventura County transportation models. The agency also released a Scenario Planning Model (SPM) Data Management system to 197 local jurisdictions to support the 2020 RTP/SCS local input and envisioning process, and provided trainings to local staff and consultants across the SCAG region.

b. Become a leader in methodology, and data analyses, and demonstrate Best Practices in open data collection, sharing, access, mining, analytics and dissemination amongst Metropolitan Planning Organizations and research institutes.

This year, analysis in SCAG's Environmental Justice Appendix for the 2016 RTP/SCS was highlighted in FHWA's Introduction to Environmental Justice online seminar for its technical veracity.

SCAG continues collaboration and information exchange with SCAG's partners including China, South Korea, and Japan on regional planning and GHG reduction. During the last six months, SCAG has hosted delegations from regional governments, planning institutions, and universities. SCAG also visited partners in South Korea and Japan and signed an MOU with Kyoto University.

SCAG continues collaboration and information exchange with SCAG's partners in China on regional planning and GHG reduction. During the last six months, SCAG has hosted 8 delegations from China regional governments and planning institutions.

Publications - SCAG has continued to be a leader in practical and academia fields. SCAG staff have been conducting research and presenting at various major conferences. In fiscal year 2018, SCAG staff were invited to present at major conferences for 15 different research products. Nine out of 15 research products are from collaboration with local universities. The research topics range from traffic safety, urban runoff pollutant, accessibility and transit ridership to commuting patterns.

In Spring of 2018, SCAG has completed and published a useful application called Local Population Project Tool (LPPT). This tool allows users to project age/sex specific population projection based on different planning scenarios, which is crucial information for long-range planning. Demographic shift is considered as one of the major components that impacts travel behaviors and other activities.

SCAG staff were selected, commissioned and invited to present about our research paper related to workplace datasets at the '2017 Applying Census Data for Transportation Conference' hosted by AASHTO (American Association of State Highway and Transportation Officials) and TRB (Transportation Research Board) in November 2017. The AASHTO's Census Transportation Planning Products Program (CTPP) was seeking letters of interest from various research institutes, academia and practitioners for the preparation of four commissioned papers and presentation of those papers at the conference. SCAG staffs were well recognized for our research experience and expertise by conference committee members and selected as authors for one of four topic areas. The research paper and presentation is titled as The CTPP Workplace Data for Transportation Planning: A Systematic Review.

The agency also provided technical assistance and modeling services to regional, subregional, and local agencies in support of their planning work, and collected and shared data sets such as firm-based employment data and data analysis methodologies with local jurisdictions, peer agencies and stakeholders.

c. Continue to enhance information databases and programs to better serve SCAG member cities and their participation in regional planning.

This year SCAG initiated data needs identification and a technical review process in support of development of the 2019 Local Profiles reports.

SCAG developed SCAG's growth projections at jurisdictional and TAZ levels through collaboration and consensus building with local jurisdictions and peer agencies, and also provided socioeconomic and transportation data to SCAG member cities for their planning and analysis.

This year SCAG GIS Services has trained nearly 100 persons from various jurisdictions in the region. To date, there are over 1,200 persons trained through the program. Today, staff is

working with ESRI to update course working the fast-changing technology. In addition, staff has continued to assist local jurisdictions with GIS project stemming from Accessory Dwelling Units to siting appropriate location for Cannabis establishments. Currently, staff is working staff from six county region and various cities on a consortium that aims to acquire imagery and elevation for the region which benefit all stakeholder by reducing cost and increasing efficiencies.

This year, SCAG also launched a crowdsourcing data development project to map transit supportive measures throughout Southern California (<http://scagrtpscs.net/Pages/Transit-Supportive-Measures.aspx>). This information gathering effort will help SCAG to tabulate the associated reduction in vehicle miles traveled from various measures that local jurisdictions can adopt to increase transit ridership and the shift to active transportation modes.

SCAG developed a new Active Transportation Database that will support the collection of volume counts and planning activities across the region. This required database development, extensive GIS data development, and stakeholder engagement.

SCAG's information technology team has made progress on exploring cloud based hosting (AWS) for modeling (ABM, SPM) and application development of new services such as ATDB, Freightworks, GIS Infrastructure upgrades, etc.

SCAG Goal 5: Optimize Organizational Efficiency and Cultivate an Engaged Workforce.

- a. **Continue to build a skilled, diverse, and engaged workforce by providing opportunities for informal and formal methods that enhance team-building, camaraderie and relationships.**

With the adoption of the new Strategic Plan, new internal efforts have been initiated to promote information sharing at all levels of SCAG. A Monthly Brown Bag Series began that invites staff from all departments to informally learn about each other's current work. This series allows new and existing employees to learn more about departmental roles and processes, intra- and interagency responsibilities and expectations across divisions.

The agency also deployed a new SharePoint Intranet site, and a Skype for Business telecommunications system that supports enhanced videoconferencing and mobility for staff collaboration and connection from any location or device.

To support the generation and evaluation of new ideas on the planning side, SCAG initiated a new program, called REACH, which allows any staff person to propose a research project and seek support from a cross-departmental team. The program aims to foster the next generation of state-of-the-practice planning studies for Southern California, promote internal innovation, and encourage the sharing of information throughout the agency.

The strategic plan update was also an agency-wide effort that supported this objective.

- b. Invest in employee development and wellness by continuing to encourage and fund employee training, development, tuition reimbursement and wellness programs agency-wide.**

SCAG provided a wellness workshop, conducted by a nutritionist, to provide employees information on health plans and work-life balance tools and resources.

SCAG also provided a safe workplaces training that covered factors that lead to violence, perpetrators of workplace violence, acts of workplace violence and response protocols.

The Human Resources staff led trainings on objective setting and performance evaluation, also offering consultation throughout the year, in order to improve SCAG's performance management process.

- c. Ensure that SCAG program and work are shared broadly and in different venues to educate and inform staff of SCAG's accomplishments**

SCAG's new SharePoint Intranet site, called "SCAGhub," allowed for increased internal communication among staff. In addition to being home to information like agency policies, staff contacts and important forms, it has also been a valuable forum for agency announcements and news updates such as alerts from Human Resources, details about the budget, welcomes to new staff and spotlights on the work of various departments.

- d. Update Regional Council Policy Manual including formal approval by the Regional Council.**

SCAG staff undertook an extensive review of the Regional Council Policy Manual and produced a revised version that eliminated materials that were no longer relevant. SCAG staff added several new sections, including one presenting a Code of Conduct for all SCAG Representatives. Work is continuing on additional materials to be included in the Policy Manual, specifically sections addressing potential violations of the Code of Conduct and the procedures to be followed in such circumstances.

- e. Oversee staff review of agency wide policies and procedures. Identify and prioritize those procedures to be created and updated and complete review and updating of most critical policies and procedures by July 1, 2018 and all other policies and procedures by July 1, 2019.**

SCAG recently completed the creation of a new Records Handbook and associated retention policy. This policy ensured that long term files were transferred to offsite records storage vendor and that the remainder were disposed of in accordance with the handbook as part of the Los Angeles Office move.