

1. CALL TO ORDER

The meeting of the Administration & Finance Committee was called to order at 12:01 p.m. by Chair Chuck Washington at WRCOG's Office, Citrus Conference Room.

Members present:

Mike Lara, City of Beaumont
Bonnie Wright, City of Hemet
Brian Tisdale, City of Lake Elsinore
Kelly Seyarto, City of Murrieta
Kevin Bash, City of Norco
Rita Rogers, City of Perris
Rusty Bailey, City of Riverside (12:03 p.m. arrival)
Ben Benoit, City of Wildomar (12:09 p.m. arrival)
Chuck Washington, County of Riverside District 3 (Chair)
Karen Spiegel, County of Riverside District 2
Brenda Dennstedt, Western Municipal Water District (WMWD)

Staff present:

Steve DeBaun, Legal Counsel, Best Best & Krieger
Rick Bishop, Executive Director
Andrew Ruiz, Interim Chief Financial Officer
Christopher Gray, Director of Transportation & Planning
Casey Dailey, Director of Energy and Environmental Programs
Michael Wasgatt, Program Manager
Andrea Howard, Program Manager
Janis Leonard, Administrative Services Manager
Anthony Segura, Staff Analyst
Cynthia Mejia, Staff Analyst
Daniel Soltero, Staff Analyst
Rachel Singer, Staff Analyst
Kyle Rodriguez, Staff Analyst
Suzy Nelson, Administrative Assistant
Rayza Sison, Intern
Mei Wu, Intern
Vrunda Shah, Intern

Guests present:

None.

2. PUBLIC COMMENTS

There were no public comments.

3. MINUTES – *(WMWD / Hemet) 9 yes; 0 no; 0 abstention. Item 3.A was approved. The Cities of Riverside and Wildomar were not present.*

A. Summary Minutes from the March 13, 2019, Administration & Finance Committee Meeting are Available for Consideration.

- Action:** 1. *Approved the Summary Minutes from the March 13, 2019, Administration & Finance Committee meeting.*

4. CONSENT CALENDAR – (WMWD / Hemet) 9 yes; 0 no; 0 abstention. Items 4.A through 4.C were approved. The Cities of Riverside and Wildomar were not present.

A. Finance Department Activities Update

- Action:** 1. *Received and filed.*

B. Single Signature Authority Report

- Action:** 1. *Received and filed.*

C. Regional Energy Network Development Activities Update

- Action:** 1. *Recommended that the Executive Committee direct the Executive Director to enter into contract negotiations between WRCOG and Frontier Energy for Regional Energy Network Development.*

5. REPORTS / DISCUSSION

A. Preliminary Draft Fiscal Year 2019/2020 Agency Budget

Andrew Ruiz reported that the total Administration Departmental revenue and transfers in is approximately \$2.6M with matching expenditures. The total Transportation Departmental revenues and transfers in is approximately \$51.3M and expenditures and transfers out are approximately \$48.8M. The total Energy Departmental revenue and transfers in are approximately \$3M with matching expenditures. Lastly, the total Environmental Departmental revenue and transfers in are approximately \$695K with matching expenditures.

Financial goals for the next fiscal year are to reduce WRCOG's PERS Unfunded Liability, which is expected to increase approximately 15%; sublease a portion of existing office space; and to expand the PACE commercial Program.

This item will return next month and will include the budgets for the Riverside County Habitat Conservation Agency and Western Community Energy; both operate under the WRCOG umbrella.

- Action:** 1. *Received and filed.*

B. 28th Annual General Assembly & Leadership Conference: Nominations for Outstanding Community Service Award

Cynthia Mejia reported that this year's event will include a Future of the Cities Symposium earlier in the day, from 10:00 a.m. to 3:00 p.m. A list of nominations was shared with the Committee members. The Community Service Award is presented to an individual or organization that demonstrates outstanding community service in Western Riverside County.

Chair Chuck Washington asked if it is too late to make a nomination.

Rick Bishop responded that it is not.

Committee member Bonnie Wright nominated Lori VanArsdale, who served as a Council member for 16 years and, after leaving office, continues to be an advocate for several programs within the city.

Committee member Brenda Dennstedt nominated Tom Evans, who sat on the WMWD Board of

Directors for 12 years and has served more than 50 years in the energy, electric, and water services.

Committee member Rusty Bailey recommended an awardee for different categories: individual, cities, and non-profit.

Committee member Karen Spiegel recommended expanding “cities” to “governmental agencies.”

Committee members agreed that, for future nominations, general guidelines in that nominees should not be a current sitting elected official nor be in a paid position within a public agency.

Actions: 1. *Nominated the City of Lake Elsinore as the Governmental Agency awardee.*

(District 2 / Riverside) 11 yes; 0 no; 0 abstention. Item 5.B.1 was approved.

2. *Nominated the Social Work Action Group (SWAG) as the Non-Profit awardee.*

(Wildomar / Lake Elsinore) 11 yes; 0 no; 0 abstention. Item 5.B.2 was approved.

3. *Nominated Tom Evans as the Individual awardee.*

(WMWD / Lake Elsinore) 11 yes; 0 no; 0 abstention. Item 5.B.3 was approved.

C. TUMF Fee Calculation Handbook Updates: High Cube Warehouse Calculation

Christopher Gray reported that staff is occasionally asked to review how TUMF fees are calculated for various types of uses. A lot of distribution centers are being built in this subregion and provide for a lot of parking and has high traffic.

Staff met with various members of the Public Works Committee, and those representatives suggested several sites in which data could be collected. Results show that while there is a good deal of truck traffic, there is a lot more car traffic. Businesses at the distribution centers are having its employees make deliveries on their way home from work.

Staff is recommending a slight adjustment in how TUMF fees are calculated for industrial land use. The net change would be pretty nominal and would be a more, fair representation of how traffic is occurring.

Committee member Ben Benoit indicated that the South Coast Air Quality Management District did a similar study approximately four years ago on cold storage versus regular storage warehouses. In and out truck trips throughout warehouses were studied and found a high number of trips out of those warehouses. Since that was not the focus of the study, that information was thrown out of the database.

Actions: 1. *Received and filed.*

D. Options for Potential WRCOG Assistance for Regional Housing Needs Assessment Subregional Delegation

Christopher Gray reported that the Southern California Association of Governments (SCAG) has given its subregions the ability to take on Regional Housing Needs Assessment (RHNA) subregional delegation.

If WRCOG were to assume subregional delegation, it would have to develop its own methodology and negotiate said methodology with SCAG and the California Department of Housing and Community Development (HCD). WRCOG would have to meet with its member jurisdictions and post notice of the meetings and provide meeting results to SCAG.

Benefits of assuming subregional delegation is that WRCOG could tailor the methodology / approach to this subregion if SCAG and HCD were to sign off on it. Subregional delegation would provide for more local control. SCAG is providing financial assistance; however, not enough to cover what staff believe will be the total cost of the matter. Regional agencies that have undertaken subregional delegation in the past have opted not to repeat it, and have, in fact, experienced relationship issues.

Even if WRCOG were to opt out of subregional delegation, it would provide support to its member agencies.

Committee member Brian Tisdale indicated that the California Associations of Councils of Government discussed this matter. The Governor is proposing \$250M planning grant and \$125M for regional planning agencies. Can this money be used for this matter?

Mr. Gray responded that there have been no guidelines released on the allocation of these funds; staff is tracking the Governor's proposal. There is current funding available under SB 2 (Atkins, Building Homes and Jobs Act).

Committee member Rusty Bailey encouraged Committee members to investigate Inland California Rising, a consortium of inland jurisdictions. A regional summit is being held May 10, 2019, at the Riverside Convention Center.

Action: 1. *Received and filed.*

6. ITEMS FOR FUTURE AGENDAS

There were no items for future agendas.

7. GENERAL ANNOUNCEMENTS

Committee member Bonnie Wright announced that she has tickets for the Ramona Pageant if anyone is interested in attending.

Rick Bishop announced that two new podcasts have been recently released; one about innovation and another about clean energy financing. WRCOG's Christopher Gray recently spoke to a delegation from Vietnam on transportation. Mr. Bishop shared aerial images of streetlights that have been replaced under the Streetlights Program. WRCOG Intern Rayza Sison recently led a contingent of students from the University of California, Riverside, to speak to the United Nations and General Secretariat. Ms. Sison added that her delegation represented the Country of Ukraine under the topic of equitable access to clean drinking water.

Lastly, Mr. Bishop announced that staff are meeting with local assembly members and senators to discuss WRCOG's programs and housing issues.

8. NEXT MEETING: **The next meeting is scheduled for Wednesday, May 8, 2019, at 12:00 p.m., at WRCOG's office located at 3390 University Avenue, Suite 450, Riverside.**

9. ADJOURNMENT: **The meeting of the Administration & Finance Committee adjourned at 1:11 p.m.**