



Western Riverside Council of Governments Planning Directors' Committee

AGENDA

**Thursday, July 14, 2016
9:00 a.m.**

**City of Murrieta
1 Town Square
Murrieta, CA 92562
Veterans Room**

Please Note Meeting Location

In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in the WRCOG Planning Directors' Committee meeting, please contact WRCOG at (951) 955-0186. Notification of at least 48 hours prior to meeting time will assist staff in assuring that reasonable arrangements can be made to provide accessibility at the meeting. In compliance with Government Code Section 54957.5, agenda materials distributed within 72 hours prior to the meeting which are public records relating to an open session agenda item will be available for inspection by members of the public prior to the meeting at 4080 Lemon Street, 3rd Floor, Riverside, CA, 92501.

The WRCOG Planning Directors' Committee may take any action on any item listed on the agenda, regardless of the Requested Action.

- 1. CALL TO ORDER (Richard MacHott, Chair)**
- 2. SELF INTRODUCTIONS**
- 3. PUBLIC COMMENTS**

At this time members of the public can address the WRCOG Planning Directors' Committee regarding any items with the subject matter jurisdiction of the Committee that are not separately listed on this agenda. Members of the public will have an opportunity to speak on agenda items at the time the item is called for discussion. No action may be taken on items not listed on the agenda unless authorized by law. Whenever possible, lengthy testimony should be presented to the Committee in writing and only pertinent points presented orally.

4. CONSENT CALENDAR

All items listed under the Consent Calendar are considered to be routine and may be enacted by one motion. Prior to the motion to consider any action by the Committee, any public comments on any of the Consent Items will be heard. There will be no separate action unless members of the Committee request specific items be removed from the Consent Calendar.

- A. Summary Minutes from the April 14, 2016, WRCOG Planning Directors' Committee meeting are available for consideration.**

Requested Action: 1. Approve Summary Minutes from the April 14, 2016, WRCOG Planning Directors' Committee meeting.

B. HERO Program Activities Update *Barbara Spoonhour* P. 7

Requested Action: 1. Receive and file.

C. WRCOG Clean Cities Coalition Update *Christopher Gray* P. 19

Requested Action: 1. Receive and file.

5. REPORTS/DISCUSSION

A. Selection of WRCOG Planning Directors' Committee Chair, Vice-Chair, and 2nd Vice-Chair positions for Fiscal Year 2016/2017 *Jennifer Ward, WRCOG* P. 21

Requested Action: 1. Select WRCOG Planning Directors' Committee Chair, Vice-Chair, and 2nd Vice-Chair positions for Fiscal Year 2016/2017.

B. Riverside Transit Agency First-Mile / Last-Mile Study Update *Christopher Gray, WRCOG* P. 23

Requested Action: 1. Receive and file.

C. Active Transportation Plan Update *Christopher Gray, WRCOG* P. 37

Requested Action: 1. Receive and file.

D. Riverside County Traffic Analysis Model (RIVTAM) Update *Christopher Gray, WRCOG* P. 39

Requested Action: 1. Receive and file.

E. Update on Analysis of Fees and Their Potential Impact on Economic Development in Western Riverside County *Christopher Gray, WRCOG* P. 55

Requested Action: 1. Receive and file.

F. WRCOG Transportation Work Plan *Christopher Gray, WRCOG* P. 59

Requested Action: 1. Receive and file.

G. Regional Streetlight Program Activities Update *Tyler Masters, WRCOG* P. 65

Requested Action: 1. Receive and file.

H. WRCOG Water Quality Framework Study Update *Alexa Washburn, WRCOG* P. 69

Requested Action: 1. Receive and file.

I. WRCOG Committees Update *Jennifer Ward, WRCOG* P. 71

Requested Action: 1. Receive and file.

6. ITEMS FOR FUTURE AGENDAS

Members

Members are invited to suggest additional items to be brought forward for discussion at future WRCOG Planning Directors' Committee meetings.

7. GENERAL ANNOUNCEMENTS

Members

Members are invited to announce items/activities which may be of general interest to the WRCOG Planning Directors' Committee.

8. **NEXT MEETING:** The next WRCOG Planning Directors' Committee meeting is scheduled for Thursday, August 11, 2016, at 9:00 a.m. at a location to be determined.
9. **ADJOURNMENT**

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1. CALL TO ORDER

The meeting of the WRCOG Planning Directors' Committee (PDC) was called to order at 9:03 a.m. by Chair Richard MacHott in the Riverside Transit Agency Conference Room.

2. SELF INTRODUCTIONS

Members present:

Brian Guillot, City of Banning
Maryann Marks, Jurupa Valley
Richard MacHott, City of Lake Elsinore (Chair)
Lisa Gordon, City of Menifee
Clara Miramontes, City of Perris
Doug Darnell, City of Riverside
Jay Eastman, City of Riverside
Steven Weiss, County of Riverside
Rohan Kuruppu, RTA
Dan Fairbanks, March Joint Powers Authority
Shane Helms, Morongo Band of Mission Indians

Staff present:

Jennifer Ward, Director of Government Relations
Alexa Washburn, WRCOG Consultant
Andrea Howard, Staff Analyst
Rebekah Manning, Staff Analyst

Guests present:

Teifion Rice-Evans, Economic & Planning Systems
Paul Rodriguez, Rodriguez Consulting Group
Leif Lovegren, RTA
Joe Punsalan, KTU+A
Mike Singleton, KTU+A
Miguel Nunez, Fehr & Peers
Joe Forgiarini, RTA
Mary Hsu, MiCasa Property LLC

3. PUBLIC COMMENTS

None.

4. CONSENT CALENDAR - M/S/A (Guillot/MacHott) 10-0; Items 4.A through 4.E were approved by a unanimous vote of those members present. The Cities of Calimesa, Canyon Lake, Corona, Eastvale, Hemet, Moreno Valley, Murrieta, Norco, San Jacinto, Temecula, Wildomar, the County of Riverside, and the Riverside County Office of Education were not present.

- A. Summary Minutes from the April 14, 2016, WRCOG Planning Directors' Committee meeting are available for consideration.**

Action: 1. *Approved Summary Minutes from the April 14, 2016, WRCOG Planning Directors' Committee meeting.*

B. HERO Program Activities Update

Action: 1. *Received and filed.*

C. Clean Cities Coalition Update

Action: 1. *Received and filed.*

D. Healthy Communities Activities Update

Action: 1. *Received and filed.*

E. Southern California Association of Governments Activities Update

Action: 1. *Received and filed.*

5. REPORTS/DISCUSSIONS

A. Riverside Transit Agency First Mile Last Mile Study

Joe Punsalan, of KTU+A consulting, provided an update on RTA's First and Last Mile Mobility Plan aimed at improving safety and connectivity in RTA's service area. During the planning process, problems will be identified through public outreach, soliciting agency input, and conducting a field work analysis. RTA has developed a method for prioritizing improvements which will consider such factors as collision data, public input, and community characteristics. Intended outputs of the study include pilot intervention templates and planning level cost estimates. RTA will be seeking support for collecting data, conducting outreach for workshops and events, providing input on the draft plan, and coordinating infrastructure. The final plan is anticipated to be completed in winter 2017.

Jennifer Ward, WRCOG, asked what kind of engagement the plan will employ.

Mr. Punsalan responded that RTA will primarily rely on surveys and workshops.

Maryann Marks, Jurupa Valley, asked if the PDC was the first group the agency had presented the study to.

Mr. Punsalan confirmed that the PDC was the first committee to receive the presentation, but noted that the WRCOG Public Works Committee would receive the same presentation later that day.

Richard MacHott, Lake Elsinore, asked if the recommended strategies of the plan would be traditional or if they would be pushing for more innovative solutions.

Mr. Punsalan responded that the plan would be pushing for more innovative solutions, but recognized that many traditional strategies would still be better than no intervention.

Mr. MacHott asked whether the community surveys would address barriers to ridership.

Mr. Punsalan confirmed that the survey will identify barriers to ridership and that the study is also utilizing ACS data to identify barriers.

B. Riverside Restorative Growthprint

Doug Darnell, Planner for the City of Riverside, provided an overview of the City's recently completed Riverside Restorative GrowthPrint: Economic Prosperity Action Plan (RRG-EPAP) & Climate Action Plan (CAP). With funding from a SCAG Sustainability Grant, the City developed this plan linking climate action planning and community development to build from the existing Seizing our Destiny Report, Green Action Plan, and WRCOG Subregional CAP. The resulting implementation plan for the RRG-EPAP focuses on five overarching strategies: placemaking, policy, smart growth infrastructure, community, and future leadership. The objectives of the RRG-EPAP are to reduce GHG emissions by 49% by 2035, to foster and support entrepreneurial opportunities, and to spur sustainable innovation.

The outreach and engagement process of developing the Plan included two workshops, crowd sourcing through the web platform "MindMixer," a research campaign to survey innovative U.S. cities, and interviews with Riverside business leaders. The Riverside City Council adopted the RRG in January 2016. The Final adopted RRG-EPAP/CAP is available at <http://www.riversideca.gov/planning/rrg/RRG-EPAP-CAP-Final-Draft-V2.pdf>.

A question was asked regarding which City Staff would be available to implement the Plan.

Jay Eastman, City of Riverside, responded that no staff will be working on the Plan; though the original idea was to create a project-based plan, instead it is manifesting as a policy implementation plan. The City was able to overcome limited staffing by funding consultants primarily through a SCAG grant and outsourcing work to consultants.

Brian Guillot, City of Banning, asked if there was a public hearing to adopt the Plan and, if so, were there questions raised about the downside of greenhouse gas reduction measures.

Mr. Darnell responded that the public hearing did not result in significant opposition, but that the biggest concern expressed was from the BIA representative regarding concern for the cost impact to projects. Mr. Darnell theorized that the public outreach and involvement leading up to the introduction at council helped to minimize opposition. For example, the City presented the Plan to the Chamber of Commerce and gained their support in advance.

Mr. Eastman continued by clarifying that concerns at council were related to mandates, but the Plan has no mandates, instead it focuses on attraction strategies. The Plan is intended to identify synergies between GHG emissions reductions and economic opportunity.

C. WRCOG Transportation Activities Update

TUMF Nexus Study

Chris Gray, WRCOG Director of Transportation, spoke about the status of the 2016 TUMF Nexus Study Update which was delayed to enable use of growth forecast data resulting from the 2016 SCAG Regional Transportation Plan and Sustainable Communities Strategy (2016 RTP/SCS). In anticipation of the growth forecast adoption, WRCOG staff completed a draft review of the 2016 TUMF Network and drafted revised network cost assumptions. The 2016 RTP/SCS was adopted in April, 2016. TUMF consultants are now in the process of updating the Nexus Study to use the finalized 2016 RTP/SCS growth forecast. The WRCOG Executive Committee will take action on the Study in the winter of 2017.

Transportation Analysis Fee Study

Consultant Teifion Rice-Evans, Economic & Planning Systems (EPS), provided an overview of WRCOG's Development Fee Analysis. The Fee Analysis will evaluate all fees assessed to

developments in the WRCOG subregion and evaluate fees within adjacent jurisdictions and counties for residential, commercial, and industrial development. The analysis will include the creation of development prototypes, which will allow for the normalization of fees between communities. The consultants reviewed the proposed non-WRCOG member jurisdictions for inclusion in the fee comparison and proposed development prototypes for fee comparison in the communities of: WRCOG region: Beaumont; CVAG region: Palm Desert, Palm Springs, and Indio; San Bernardino County: Chino Hills, Fontana, Ontario, San Bernardino, and Yucaipa; and Orange County: Irvine and Orange.

Mary Hsu, Mi Casa Property, LLC, asked why the fee would look at Irvine.

Mr. Rice-Evans replied that Irvine has one of the most extensive traffic mitigation fees.

It was noted that a lot of development takes place in Orange County's unincorporated areas and suggested that the Fee Study consider inclusion of unincorporated County lands.

Brian Guillot, City of Banning, suggested that the analysis include the average lot sizes.

After discussions, the members and consultants agreed to consider Rialto, one of the high desert cities, south Orange County, and Chino in the Fee Comparison Study.

WRCOG Active Transportation Plan

WRCOG Consultant Miguel Nunez, Fehr & Peers, provided an update on WRCOG's Active Transportation Plan (ATP). The ATP project continues a regional conversation regarding the needs and opportunities for people who walk and bike, while establishing a policy framework that will enhance transportation mobility and safety for all. The resulting ATP is intended to benefit member agencies by providing valuable information and planning to support grant eligibility, improve resident quality of life, and support SB 743. In the next phases, WRCOG will complete an assessment of existing conditions and will begin mapping the ATP network. At that point, the Plan will be brought back to the PDC for input.

WRCOG is seeking input from agency staff on current challenges and opportunities to planning and implementing active transportation infrastructure. Agencies may also support the plan by assisting with the distribution of staff and community surveys.

WRCOG consultant, Alexa Washburn, National Core, asked how the ATP will be related to the TUMF.

Mr. Nunez responded that the ATP will align with coordination and planning of regional transportation networks, but any additional connections to TUMF have yet to be determined.

Dan Fairbanks, March JPA, asked whether this Study could also consider neighborhood electric vehicle (NEV) use of bike lanes.

Mr. Nunez responded that the plan can consider NEVs, if there is interest.

D. TUMF Administrative Plan Update

In response to feedback from member agencies, WRCOG is conducting an update of the TUMF Administrative Plan (last updated in 2012). Chris Gray, WRCOG Director of Transportation, provided an overview of the proposed changes. The primary areas of change are as follows:

- Policies regarding two or more party TUMF reimbursement agreements and signature authority
- Guest dwelling unit exemption clarifications
- Limiting the availability of refunds for projects that pay into TUMF, but do not move forward to two years
- Construction cost index adjustments
- Flexibility regarding fee calculation errors to benefit jurisdictions
- Clarification that TUMF is a supplemental funding source and not intended to fund projects in their entirety.

The 25-page updated Administrative Plan will be made available for comment prior to being adopted by WRCOG's Executive Committee

E. WRCOG Committees Update

- In lieu of a PDC meeting in May, WRCOG will be facilitating a bus and walking tour through the City of Perris to tour the new Metrolink station, community garden, affordable housing units, and the growing downtown.
- The Planning Directors' Committee will be DARK in June.

6. ITEMS FOR FUTURE AGENDAS

Chris Gray will help to arrange a presentation from a Bike Share company.

7. GENERAL ANNOUNCEMENTS:

The City of Riverside is working to update the Good Neighbor Guidelines previously adopted by WRCOG in 2005. The City is looking for input from others who have gone through a similar process.

8. NEXT MEETING: The next WRCOG Planning Directors' Committee meeting is scheduled for July 14, 2016.

9. ADJOURNMENT: The meeting of the WRCOG Planning Directors' Committee adjourned at 11:11 a.m.

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Western Riverside Council of Governments Planning Directors' Committee

Staff Report

Subject: HERO Program Activities Update

Contact: Barbara Spoonhour, Director of Energy and Environmental Programs,
spoonhour@wrcog.coq.ca.us, (951) 955-8313

Date: July 14, 2016

Requested Actions:

1. Receive and file.

WRCOG's HERO Program provides financing to property owners to implement a range of energy saving, renewable energy, and water conserving improvements to their homes and businesses. Improvements must be permanently fixed to the property and must meet certain criteria to be eligible for financing. Financing is paid back through a lien placed on the property tax bill. The HERO Program was initiated in December 2011 and has been expanded (an effort called "California HERO") to allow for jurisdictions throughout the state to join WRCOG's Program and allow property owners in these jurisdictions to participate.

Overall HERO Program Activities Update

Residential: As of this writing, more than 88,000 homeowners in both the WRCOG and California HERO Programs have been approved to fund more than \$5 billion in eligible renewable energy, energy efficiency and water efficiency projects.

WRCOG Subregion: Nearly 32,000 property owners located in Western Riverside County have been approved for funding through the WRCOG HERO Program, totaling over \$1.32 billion. Over 19,700 projects, totaling over \$377 million, have been completed. (Attachments 1 and 2 include more specific subregional data.)

Statewide Program: As of this writing, 347 jurisdictions outside the WRCOG and San Bernardino Associated Governments (SANBAG) subregions have adopted Resolutions of Participation for the California HERO Program. More than 56,000 applications have been approved for the California HERO Program to fund over \$3.7 billion in eligible renewable energy, energy efficiency and water efficiency projects. Nearly 30,000 projects have been completed, totaling nearly \$640 million.

The table below provides a summary of the total estimated economic and environmental impacts for projects completed in both the WRCOG and the California Programs to date:

Economic and Environmental Impacts Calculations	
KW Hours Saved – Annually	387 GWh
GHG Reductions – Annually	102,219 Tons
\$ Saved – Annually	\$53.5 Million
Projected Annual Economic Impact	\$1.76 Billion

Projected Annual Job Creation/Retention	8,639 Jobs
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Multiple PACE Providers in the Subregion: WRCOG has sent out a solicitation to all PACE Providers to provide an opportunity to operate their Program in the subregion under the WRCOG PACE “umbrella.” Under this structure, additional approved PACE Providers would operate in the subregion with WRCOG as the bond issuer. WRCOG would then retain the oversight of the program and be responsible for Program management, ensuring consumer protections are upheld, and recording the assessments on the property. Interested Providers will respond to WRCOG’s solicitation and will begin a review process by both staff and the Ad Hoc review committee before being presented to the Executive Committee at a later date.

Request for Proposal – WRCOG Pace Program Provider Operational Analysis / Audit: On June 30, 2016, WRCOG released a Request for Proposal (RFP) to find a qualified firm(s) to prepare a comprehensive operational and capacity review of the HERO Program, currently implemented by Renovate America. The deadline to submit a proposal is 5:00 p.m. on Monday, July 25, 2016. The RFP can be downloaded from WRCOG’s website or by clicking [here](#).

Prior WRCOG Actions:

- June 24, 2016: The WRCOG Executive Committee authorized the WRCOG Executive Director to execute the Third Amendment to Retainer Agreement for Legal Services – Public Finance Legal Services.
- June 8, 2016: The WRCOG Administration & Finance Committee recommended that the WRCOG Executive Committee authorize the WRCOG Executive Director to execute the Third Amendment to Retainer Agreement for Legal Services – Public Finance Legal Services.
- June 6, 2016: The WRCOG Executive Committee 1) received summary of the Revised California HERO Program Report; 2) conducted a Public Hearing Regarding the Inclusion of the Cities of Campbell, Corcoran, Corning, Dinuba, Exeter, Farmersville, Live Oak, Mount Shasta, Orange Cove, Paso Robles, and Wheatland, for purposes of considering the modification of the Program Report for the California HERO Program to increase the Program Area to include such additional jurisdictions and to hear all interested persons that may appear to support or object to, or inquire about the Program; 3) adopted WRCOG Resolution Number 15-16; A Resolution of the Executive Committee of the Western Riverside Council of Governments Confirming Modification of the California HERO Program Report so as to expand the Program Area within which Contractual Assessments may be offered; 4) accepted the Cities of Avenal, Dunsmuir, Ferndale, Grover Beach, Isleton, Lathrop, Loyaltown, Mendota, Nevada City, Piedmont, San Joaquin, and the County of Mariposa Unincorporated Areas, as Associate Members of the Western Riverside Council of Governments; 5) adopted WRCOG Resolution Number 16-16; A Resolution of the Executive Committee of the Western Riverside Council of Governments Declaring Its Intention to Modify the California HERO Program Report so as to Increase the Program Area within Which Contractual Assessments may be Offered and Setting a Public Hearing Thereon; 6) adopted WRCOG Resolution Number 14-16; A Resolution of the Executive Committee of the Western Riverside Council of Governments Authorizing Renovate America, Inc., to Administer and Finance Eligible Improvements to be Installed on Commercial Properties, and in Connection with Such Authorization, Approving Amendments to the Program Report for Both the WRCOG Energy Efficiency and Water Conservation Program for Western Riverside County and the California HERO Program and the Forms of a Commercial Handbook, Commercial Application, Assessment Contract, Master Bond Purchase Agreement, Administration Agreement and Master Indenture and Authorizing the Issuance of Bonds Pursuant to Such Master Indenture Secured by Assessments Levied on Commercial Properties to Finance the Installation of Eligible Improvements on Such Commercial Properties and Approving Other Actions in Connection Thereto; and 7) adopted WRCOG Resolution Number 17-16: A Resolution of the Executive Committee of the Western Riverside Council Of Governments Making Certain Representations and Authorizing the

Placement of Assessments on the Tax Roll in Various Counties.

WRCOG Fiscal Impact:

HERO revenues and expenditures for the WRCOG and California HERO Programs are allocated annually in the Fiscal Year Budget under the Energy Department.

Attachments:

1. WRCOG HERO Program Summary.
2. WRCOG HERO Snapshot.

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Item 4.B

HERO Program Activities Update

Attachment 1

WRCOG HERO Program Summary

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HERO Program Summary Update

(Launch through 06/29/16)

City	Approved Apps	Approved Amount
Banning	421	\$10,814,609
Calimesa	138	\$5,055,428
Canyon Lake	481	\$24,745,541
Corona	2,635	\$138,566,110
County	5,137	\$245,871,323
Eastvale	741	\$45,472,066
Hemet	905	\$21,640,699
Jurupa Valley	1,716	\$66,364,117
Lake Elsinore	1,146	\$41,808,945
Menifee	2,082	\$70,348,787
Moreno Valley	3,929	\$126,827,343
Murrieta	2,311	\$104,598,988
Norco	625	\$34,765,581
Perris	758	\$22,684,277
Riverside	5,168	\$210,627,414
San Jacinto	592	\$16,068,230
Temecula	1,166	\$108,882,563
Wildomar	748	\$27,913,957
	31,699	\$1,323,055,979

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Item 4.B

HERO Program Activities Update

Attachment 2

WRCOG HERO Snapshot

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17,062

Homes Improved

12/14/2011

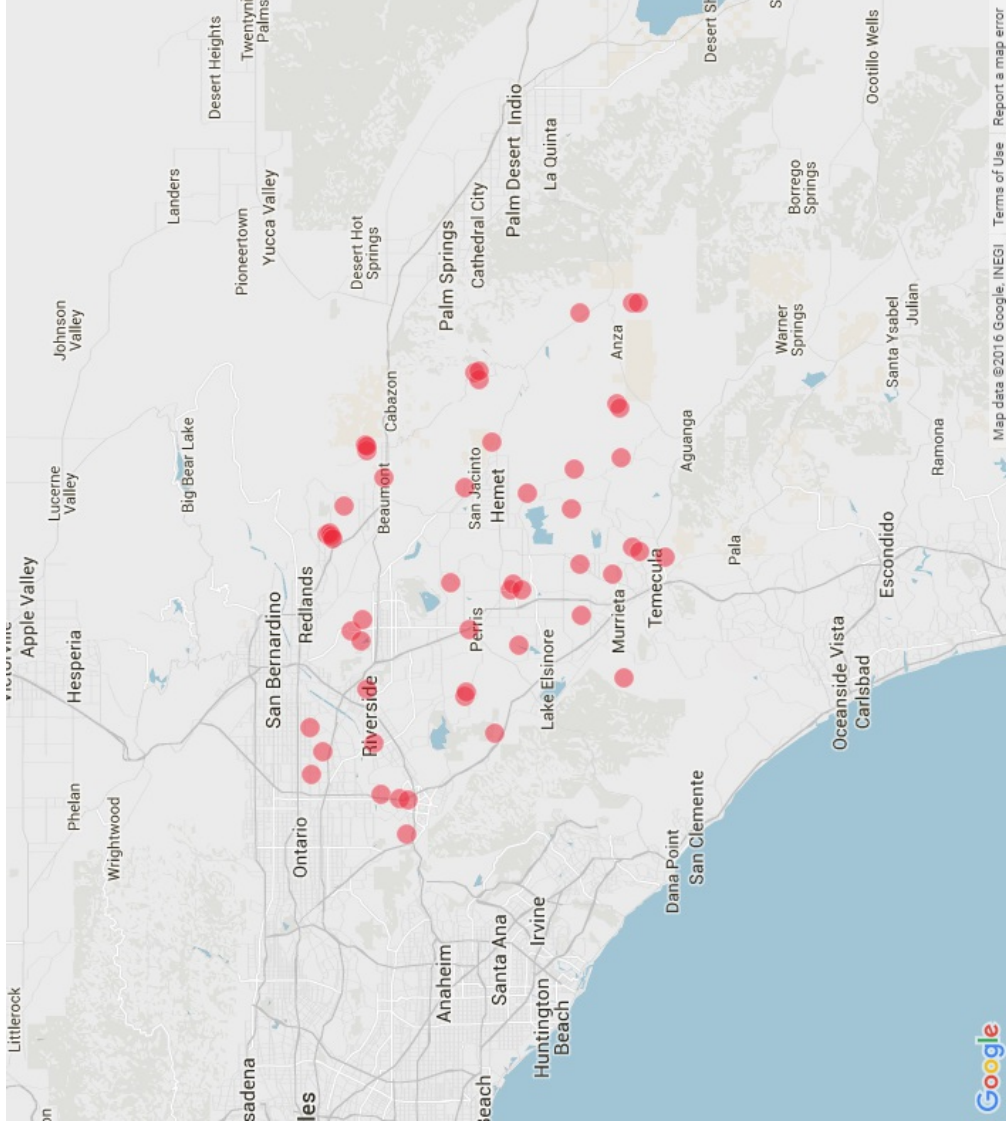
HERO Launch Date

460,471

Housing Count

01/01/2011 - 06/29/2016

Report Range



Improvements

Type	Total Installed	Bill Savings
Energy	22.4K	\$259M
Solar	11.4K	\$478M
Water	1,227	\$7.83M

Lifetime Impact

Applications Submitted	46.9K
Applications Approved	31.7K
Funded Amount	\$377M
Economic Stimulus	\$654M
Jobs Created	3,204
Energy Saved	2.82B kWh
Emissions Reduced	767K tons
Water Saved	876M gal

Learn how these numbers are calculated at <https://www.herogov.com/faq>

855-HERO-411

gov@heroprogram.com

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Western Riverside Council of Governments Planning Directors' Committee

Staff Report

Subject: WRCOG Clean Cities Coalition Activities Update

Contact: Christopher Gray, Director of Transportation, gray@wrcog.cog.ca.us, (951) 955-8304

Date: July 14, 2016

Requested Action:

1. Receive and file.

The WRCOG Clean Cities Coalition administers several programs focusing on reducing the use of petroleum fuel and developing regional economic opportunities for deploying alternative fuel vehicles and advanced technologies. Additionally, the Coalition provides programs for students to think critically and independently about air quality and how to live healthier lives.

Vehicle Vendor Expo

The County of Riverside hosted a Vehicle Vendor Expo on June 2, 2016, at the Southern California Fair Grounds in the City of Perris. Coalition staff was present to pass out materials about alternative fuels to the several hundred people that attended. WRCOG Transportation Director, Christopher Gray, participated in a panel titled "Alternative Fuels and Pricing". This panel discussed funding programs to support alternative fuel deployments in Southern California fleets. The other panel from the event was titled "Successful Alternative Fuel Deployments" which had several experienced fleet managers that shared information on their alternative fuel deployment efforts, provided lessons learned, and were available for a peer-to-peer discussion with audience members after.

MSRC Work Program Development Workshops

The Mobile Source Air Pollution Reduction Review Committee (MSRC) held a series of workshops to receive input on its two-year work program, which distributes approximately \$14 million each year to projects designed to reduce emissions from motor vehicles on the South Coast Air District. The Riverside County workshop was held on June 23, 2016.

The workshop included a discussion about how the MSRC can help improve air quality in the South Coast region and assist SCAQMD in meeting its clean air requirements. It also included an opportunity to dialogue among stakeholders about their clean air priorities and how the MSRC can help consider funding for programs to meet these goals. The MSRC allows for the opportunity to partner among multiple agencies and jurisdictions. It also allows for the opportunity to submit applications for existing programs agencies and jurisdictions currently operate that do help improve air quality and achieve clean air requirements. The MSRC program does include a local jurisdiction/agency dollar match. Some examples of projects funded in past cycles include assistance in purchasing electric vehicles, bike share programs, and electric bikes.

Prior WRCOG Action:

None.

WRCOG Fiscal Impact:

This item is informational only; therefore there is no fiscal impact.

Attachment:

None.



Western Riverside Council of Governments Planning Directors' Committee

Staff Report

Subject: Selection of WRCOG Planning Directors' Committee Chair, Vice-Chair, and 2nd Vice-Chair positions for Fiscal Year 2016/2017

Contact: Jennifer Ward, Director of Government Relations, (ward@wrcog.coq.ca.us), (951) 955-8515

Date: July 14, 2016

Requested Action:

1. *Select WRCOG Planning Directors' Committee Chair, Vice-Chair, and 2nd Vice-Chair positions for Fiscal Year 2016/2017.*

Last year the WRCOG Planning Directors' Committee (PDC) took an action to have its Chair, Vice-Chair, and 2nd Vice-Chair positions match the WRCOG leadership for the year. The WRCOG Executive Committee approves its leadership nominations in June for adoption at the WRCOG General Assembly. For Fiscal Year 2016/2017, Council Member Ben Benoit, City of Wildomar, has been selected as the WRCOG Chair, Council Member Debbie Franklin, City of Banning, has been selected as Vice-Chair, and Chuck Washington, County Supervisor, has been selected as 2nd Vice-Chair. This year the positions of PDC Chair, Vice-Chair, and 2nd Vice-Chair for Fiscal Year 2015/2016 would be as follows:

Chair:	Matt Bassi, City of Wildomar
Vice-Chair:	Brian Guillot, City of Banning
2 nd Vice-Chair:	Steven Weiss, County of Riverside

Prior WRCOG Action:

None.

WRCOG Fiscal Impact:

None.

Attachment:

None.

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Western Riverside Council of Governments Planning Directors' Committee

Staff Report

Subject: Riverside Transit Agency First-Mile / Last-Mile Study Update

Contact: Christopher Gray, Director of Transportation, gray@wrcog.cog.ca.us, (951) 955-8304

Date: July 14, 2016

Requested Action:

1. Receive and file.

This item is reserved for a presentation by KTU+A, which is preparing the RTA First-Mile / Last-Mile Study. At the April 14, 2016, PDC meeting, KTU+A presented on the study – this presentation will serve as an update.

Background

The Riverside Transit Agency's First and Last Mile Plan is intended to develop a plan to identify and provide solutions to remove barriers found in the first and last mile of accessing existing bus stops. Some of these barriers include:

- Unsafe pedestrian crossings or routes
- Lack of walkways
- ADA accessibility issues
- Lack of bike facilities
- Lack of vehicle drop-off or parking areas
- Inadequate lighting, seating or shade
- Lack of real-time transit information
- Lack of other options to get to the stop

Recent Activities

The project team has created a survey for the public to complete, that helps identify first mile last mile issues by location. The survey will continue to be open through July and August.

Transit stop typologies have also been developed by the team based on guidance from the 2015 RTA Comprehensive Operational Analysis Study's Market Assessment. This data driven GIS analysis assigns all stations a typology type that closely mirrored their characteristics. By creating six station typologies, general guidance on improvements can be made for each of those station types.

Next Steps

The next step for this plan is to select one station per typology to develop a pilot study which jurisdictions can emulate to make first and last mile assessments and improvements. Strategies will include pedestrian improvements, rideshare, and bikeshare.

Prior WRCOG Action:

April 14, 2016: The WRCOG Planning Directors' Committee received report from KTU+A, RTA Consultant.

WRCOG Fiscal Impact:

None.

Attachment:

1. RTA First-Mile / Last-Mile Study Presentation.

Item 5.B

Riverside Transit Agency First-Mile /
Last-Mile Study Update

Attachment 1

RTA First & Last Mile Mobility Plan
Presentation

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July 14, 2016

Joe Punsalan



April WRCOG Meeting Summary

- Project Introduction
- Facility Types
- First & Last Mile Strategies
- Public Outreach
- Schedule



RTA First & Last Mile Mobility Plan | Steering Committee Meeting #2 | July 14, 2016

Outreach Summary

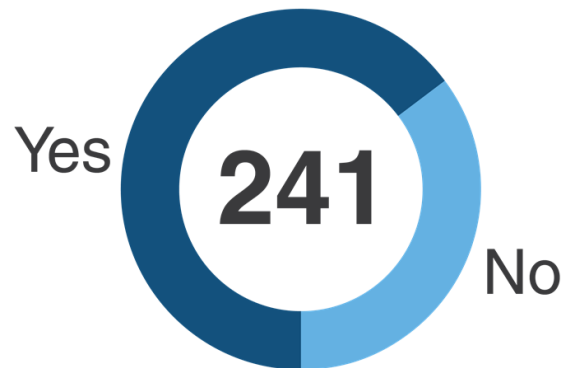
Outreach Summary

Outreach Summary

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What We Heard

Do you experience any problems walking, cycling or accessing transit at a particular location or along a particular route?

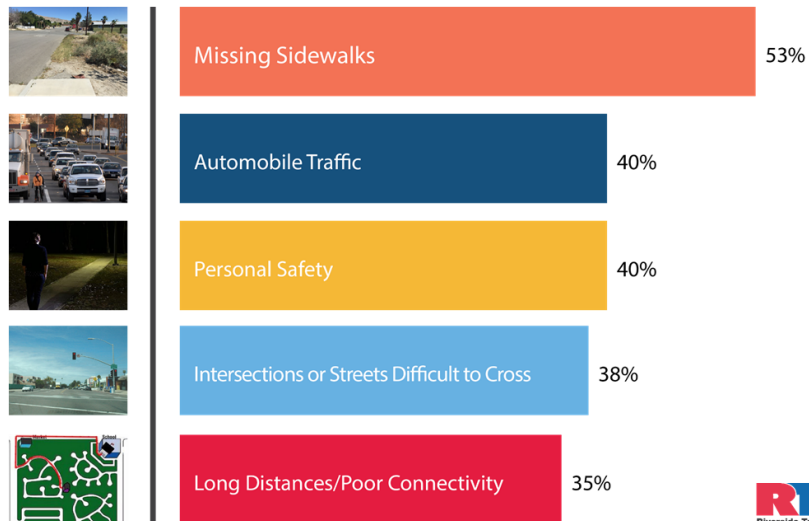


RTA First & Last Mile Mobility Plan | Steering Committee Meeting #2 | July 14, 2016



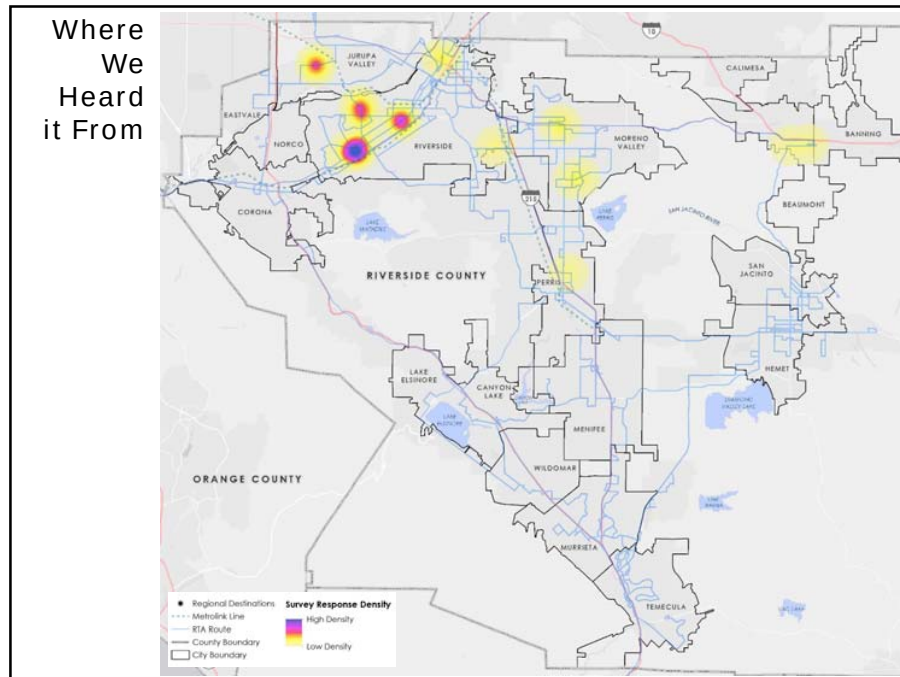
What We Heard

Please note specific problems encountered at particular locations or along a particular routes.



RTA First & Last Mile Mobility Plan | Steering Committee Meeting #2 | July 14, 2016





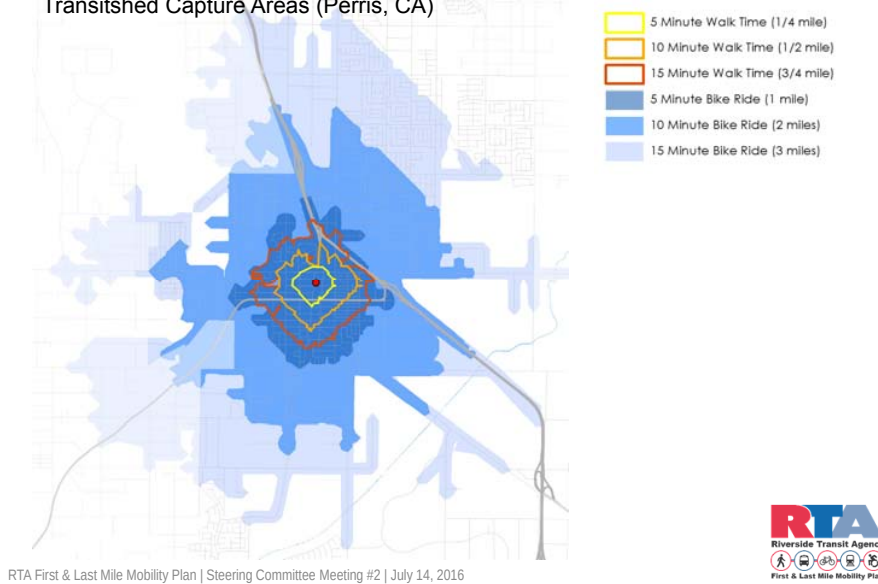
Typology Process

GIS Analysis - Available Datasets

- Boardings & Alightings
- Land Use Mix
- Commuting Characteristics (Transit to Work, Walk to Work, etc)
- Population and Employment Densities
- Street Network

Typology Process

Transitshed Capture Areas (Perris, CA)



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Typology Process

Figure 1: First Mile Last Mile Station Typologies (DRAFT)

	Urban Core	Core District	Suburban	Rural	Commercial District	Industrial and Business Park
Description:	- Highest number of activity centers - Highest population & employment densities - Low auto-centric development patterns - Existing walking facilities - Grid street network	- Located just outside of urban core - Moderate densities - More auto-centric development connected by high speed arterials / highways	- Moderate to low density single family residential development - Non-linear street patterns - Disjointed pedestrian facilities	- Remote or underdeveloped area outside of the city or town - Minimal or non-existent pedestrian facilities - Low density development patterns	- Commercial development distributed along a major corridor or concentrated within an area - Includes employment, shopping and community services - Destinations surrounded by high quantities of parking	Facilities typically utilize large areas of land which limits the diversity of land uses
Typical Transit Service:	Metrolink / Sub-regional, Community, CommuterLink	Metrolink / Sub-regional, Community, CommuterLink	Sub-regional, Community	Sub-regional, Community	Sub-regional, Community	Regional, Community
Number of Stations:	14	201	882	87	229	158

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Typology Process

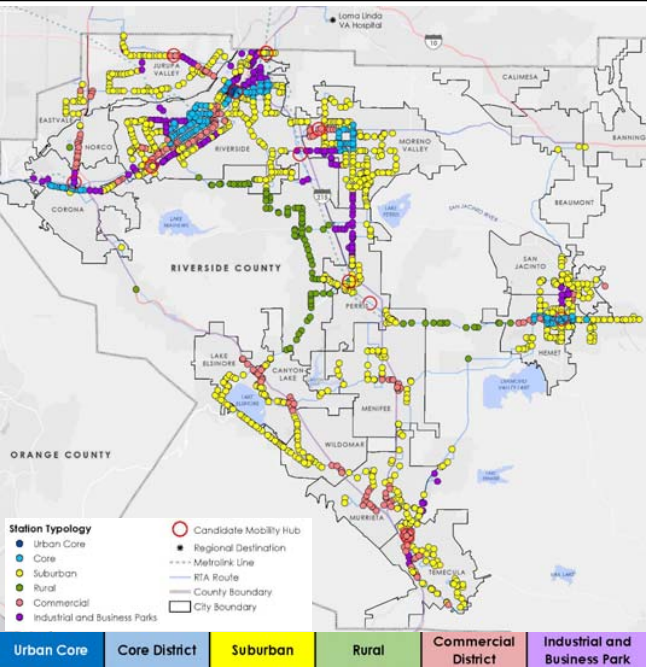
Figure 2: Characteristics Found - First Mile Last Mile Station Typologies (DRAFT)

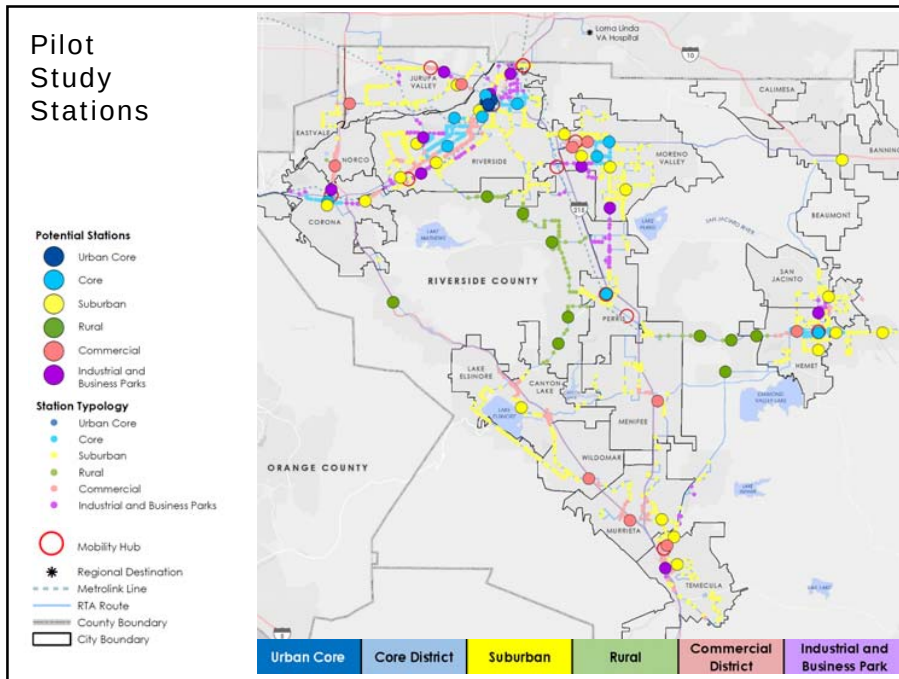
	Urban Core	Core District	Suburban	Rural	Commercial District	Industrial and Business Park
General Characteristics						
Frequency of Transit:	10-30 min	30-45 min	30-45 min	45-120 min	30-45 min	30-45 min
Boarding / Alighting Levels:	Very High	High	Moderate	Low	Low	Low
Land Use Mix, Number of transit supportive land uses within 3-mile network. Can include Mixed-use, Multi-Family, Office, Commercial, Schools, Institutional or Industrial	High (5+)	Moderate (3-4)	Low (2-2)	Low (1-2)	Low (1-2)	Moderate (3-4)
Commuting Characteristics						
Lack of Vehicle Ownership:	High	High	Moderate	Low	Moderate	High
Non-Motorized Commuter Trips:	High to Moderate	High to Moderate	Moderate	Low	Low	Moderate
Walking and bicycling to work:	Moderate (~2%)	Moderate (~2%)	Low (1-2%)	Low (1-2%)	Low (1-2%)	Moderate (~2%)
Public Transit to Work:	High	Moderate	Moderate	Moderate	Moderate	High
Percentage of Students: (High School & College)	High	Moderate	Moderate	Moderate	Moderate	High
Population Characteristics						
Employment and Population Densities:	Very High	High	Low to Moderate	Low	Moderate	Moderate to High
Street Network Characteristics (Averages)						
Block Length (Feet):	Short	Short	Moderate	Long	Moderate	Moderate
Average Station Characteristics						
Sample Stations:	Downtown Riverside	Downtown Corona, Penn Transit Station, Honda Corridor (Hemet), Riverside	Beaumont, Banning, Hemet, San Jacinto, Murietta, Lake Elmore, Menifee, Sun City, Wildomar, Penn, Corona, Eastvale, Jurupa Valley	Mead Valley, North Beaumont, Gilman Springs Road, Penn (South)	Moreno Valley Mall, Hemet Valley Mall, Temecula Town Center, Old Town Temecula	March JPA, Temecula City Office & Business Park, Penn Blvd (Penn/Moreno Valley), Adington Ave Riverside Airport, Hunter Park Riverside
Number of Stations:	14	201	882	87	229	158

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Typology Results





Pilot Study Stations

Draft Station Selection: Urban Core and Core

Station Name	Jurisdiction	Area Served
Urban Core		
Downtown Terminal Designated Stop	Riverside	Downtown Riverside
East University NS Lemon	Riverside	Downtown Riverside
Lemon FS 12th (Riverside County Bldg.)	Riverside	Downtown Riverside
Lemon FS Tenth	Riverside	Downtown Riverside
Market NS 12th	Riverside	Downtown Riverside
Market NS Tenth	Riverside	Downtown Riverside
Olivewood FS 14th	Riverside	Downtown Riverside
Orange FS 12th	Riverside	Downtown Riverside
Orange NS Tenth	Riverside	Downtown Riverside
University FS Lime	Riverside	Downtown Riverside
Core		
Cottonwood FS Heacock	Moreno Valley	Central Moreno Valley
Florida FS State	Hemet	Florida Corridor
Jurupa FS Grand	Riverside	Riverside
Magnolia FS Adams	Riverside	Magnolia Corridor
Mission Inn FS Brockton	Riverside	Downtown Riverside
Olivewood FS Ramona	Riverside	Riverside City College
Perris Transit Center	Perris	Downtown Perris
Sixth NS Belle	Corona	Downtown Corona
Sunnymead FS Perris	Moreno Valley	Central Moreno Valley
University FS Iowa	Riverside	UCR

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Pilot Study Stations

Draft Station Selection: Suburban

Station Name	Jurisdiction	Area Served
Suburban		
Belle FS Tenth St. at Senior Center	Corona	City of Corona
Box Springs Opp. Pinecone Ln.	Moreno Valley	City of Moreno Valley
Cottonwood NS Frederick	Moreno Valley	City of Moreno Valley
Florida FS Fairview	Riverside County	Hemet Area
Florida FS Yale	Hemet	City of Hemet
Graham FS Langstaff	Lake Elsinore	City of Lake Elsinore
Indiana FS Gibson	Riverside	City of Riverside
Lasselle FS Iris	Moreno Valley	City of Moreno Valley
Magnolia FS Larchwood	Riverside	City of Riverside
Magnolia NS Golden	Riverside	City of Riverside
Main FS Pico	San Jacinto	City of San Jacinto
Margarita FS Moraga	Temecula	City of Temecula
Murrieta Hot Springs FS Margarita	Murrieta	City of Murrieta
Perris FS Brodiaea	Moreno Valley	City of Moreno Valley
Soth/ Magnolia FS Byron	Riverside County	Corona Area
State FS Stetson	Hemet	City of Hemet
Sun Lakes at K-Mart	Banning	City of Banning
Tilton FS Briggs	Jurupa Valley	City of Jurupa Valley
Wells NS Wohlstetter	Riverside	City of Riverside
Winchester NS Nicolas	Temecula	City of Temecula

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Pilot Study Stations

Draft Station Selection: Rural and Commercial

Station Name	Jurisdiction	Area Served
Rural		
Cajalco FS Brown	Riverside County	Mead Valley
Hwy 74 FS Hwy 74 Market	Riverside County	South Perris, SR-74 Corridor
Hwy 74 FS Juniper Flats	Riverside County	Hemet, Menifee, SR-74 Corridor
Hwy 74 FS Winchester	Riverside County	Green Acres
Hwy 74 NS Cordoba	Riverside County	Western Hemet
Simpson FS Winchester	Riverside County	Winchester
Temescal @ Tom's Farms	Riverside County	Temescal Valley
Theda NS Betty	Riverside County	South Perris, SR-74 Corridor
Van Buren FS Suttles	Riverside County	Woodcrest
Wood NS Nandina	Riverside County	Citrus Hill
Commercial		
Eucalyptus FS Memorial Way	Moreno Valley	Moreno Valley Mall
Hamner NS Auto Mall Dr.	Norco	2nd Street
Hidden Springs FS Catt Stater Bros)	Wildomar	Bear Creek Village Center
Kirby NS Latham	Hemet	Hemet Valley Mall
La Piedra Entrance @ MSJC Menifee	Menifee	Menifee Countryside Marketplace
Limonite FS Pats Ranch	Jurupa Valley	Vernola Marketplace
Madison 25080 at Best Buy	Murrieta	Murrieta Sports Plaza
Margarita FS Winchester	Temecula	Promenade Temecula
Rubidoux NS Molino	Jurupa Valley	Mission Boulevard
Sunnymead 23346 FS Graham	Moreno Valley	Sunnymead Boulevard

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Pilot Study Stations

Draft Station Selection: Industrial and Business Parks

Station Name	Jurisdiction	Area Served
Industrial and Business Parks		
Frederick FS Brodiaea	Moreno Valley	March JPA
Indiana FS Tyler	Riverside	Indiana Avenue
Jefferson OPP 27999	Temecula	Temecula City Office & Business Park
La Cadena FS Chase	Riverside	Hunter Park
Main FS River	Corona	Main Street
Market NS Fourth	Riverside	Downtown Riverside
Mission FS Golden West	Jurupa Valley	Mission Boulevard
Perris FS Rivard	Moreno Valley	Perris Boulevard
State at Americana Mobile Park	Hemet	North Hemet
Van Buren NS Jackson	Riverside	Arlington Ave/Riverside Airport

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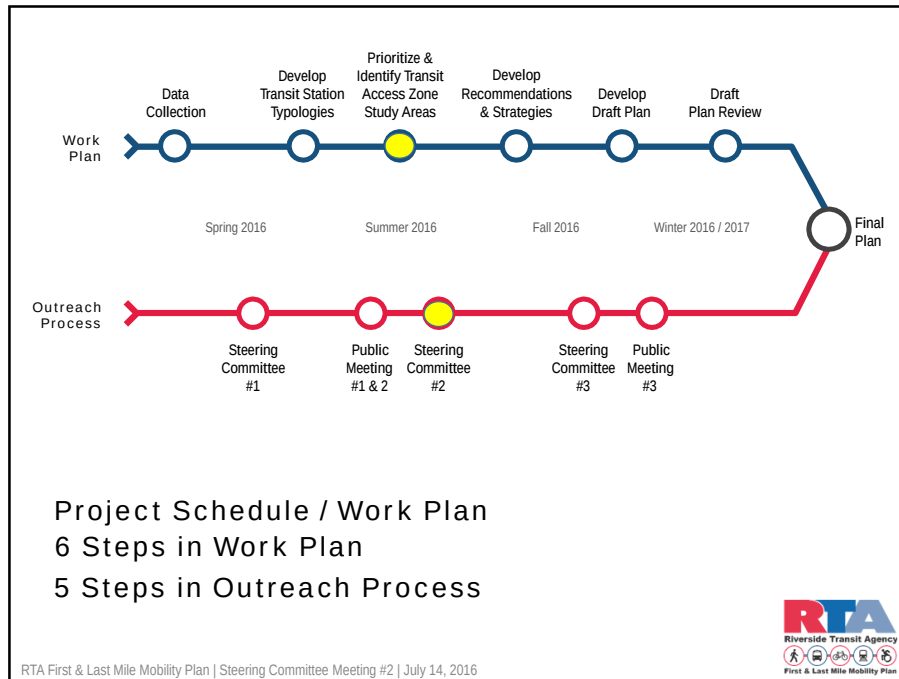
Pilot Study Process

Six Pilot Projects



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Riverside Transit Agency



First & Last Mile Mobility Plan



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Western Riverside Council of Governments Planning Directors' Committee

Staff Report

Subject: Active Transportation Plan Update

Contact: Christopher Gray, Director of Transportation, gray@wrcog.cog.ca.us, (951) 955-8304

Date: July 14, 2016

Requested Action:

1. Receive and file.

WRCOG's Transportation Department is comprised of the Transportation Uniform Mitigation Fee (TUMF) Program, the Active Transportation Plan, and the Western Riverside County Clean Cities Coalition. The TUMF Program is a regional fee program designed to provide transportation and transit infrastructure that mitigates the impact of new growth in Western Riverside County. As administrator of the TUMF Program, WRCOG allocates TUMF to the Riverside County Transportation Commission (RCTC), groupings of jurisdictions – referred to as TUMF Zones – based on the amounts of fees collected in these groups, and the Riverside Transit Agency (RTA). The Active Transportation Plan will identify challenges to and opportunities for creating a safe, efficient, and complete active transportation network that will expand the availability of active modes of transportation for users both within the region and between neighboring regions. The WRCOG Clean Cities Coalition continues to administer programs that focus on developing regional economic opportunities for deploying alternative fuel vehicles and advanced technologies. Additionally, the WRCOG Clean Cities Coalition provides programs for students to think critically and independently about air quality and how to live healthier lives.

Active Transportation Study

On May 28, 2015, the California Transportation Commission allocated funding to WRCOG to develop the Western Riverside County Active Transportation Plan. The Plan will set objectives to increase safety and effectiveness of the non-motorized system, incorporate local Safe Routes to Schools planning efforts, and identify economic indicators that include education, disadvantaged communities, and federal air quality non-attainment zones.

On April 14, 2016, WRCOG and members of the Consultant Team (Fehr & Peers, Alta Planning & Design, Raimi & Associates) presented a Plan update to the WRCOG Planning Directors' and Public Works Committees. Since then, the Consultants completed several key deliverables summarized in the attached PowerPoint. Staff and Consultants presented a summary at the May 18, 2016, meeting of the Riverside Active Transportation Network. A key aspect of this presentation was a review of collision data for bicycles and pedestrians as described in further detail below.

Between January 2009 and December 2013 (the last five years of statewide data available), 26,008 traffic collisions were reported in Western Riverside County, averaging to over 5,200 collisions per year, or about 14 per day. Of those collisions, 1,452 (5.6%) involved a pedestrian, which resulted in 197 pedestrians killed and 312 pedestrians severely injured over the 5 years. In addition, 1,365 (5.2%) of those collisions involved a bicyclist, resulting in 48 bicyclists killed and 161 bicyclists severely injured. Overall collision numbers are presented in the attached PowerPoint presentation.

A review of the data indicates that both pedestrian and bicycle collisions decreased between 2009 and 2010 and increased between 2010 and 2011. However, between 2011 and 2013, the modes had opposite trends. While pedestrian-involved collisions continued to increase and then decreased between 2012 and 2013, bicycle-involved collisions decreased slightly but then began an upward trend between 2012 and 2013.

A more detailed analysis of collisions by age group determined that youth and adolescents, ages 10-19 years old, experienced the most collisions out of any age group for both modes. Grade school and college students typically fall within the age groups of 10-19 and 20- 29, and are the two age groups that experienced the most collisions in Western Riverside County, suggesting an opportunity for targeted safety interventions. Although the higher number of collisions may be due to higher rates of walking and biking among these age groups, the data is concerning because this population is limited in other transportation options. Among older adults (50+), pedestrian- and bicycle-involved collisions decrease as age increases.

The maps identify the locations of pedestrian-related collision reports in the sub region between 2009 and 2013, and the locations of bicycle-related collision reports in the same period. The maps display fatalities, serious injury, and minor injury collisions. The collisions on these figures tend to be clustered around population areas and regional highways. Specific geographic areas that show collision clusters include:

- Riverside
- Moreno Valley
- Corona
- Wildomar
- Perris
- Hemet
- Temecula
- Lake Elsinore
- Interstate Highway and State Route corridors

Bicycle and pedestrian collisions near highways are likely to reflect clusters of destinations in these areas and the concentration of activity for people biking, walking, and driving along and through freeway over/underpasses that facilitate access across the freeway at designated crossing locations. Overall, there was a lower reported incidence of bicycle-involved collisions and fewer fatalities and serious injuries for collisions involving bicyclists.

In an effort to better understand and inform regional trends and solutions the next steps will be taken with the collision mapping and analysis:

- Focus analysis on fatalities and severe injuries
- Develop different maps for clusters near freeways and regional facilities
- Identify high-incidence roadways and areas in an attempt to develop a network of priority areas where the return on infrastructure investment and greatest safety improvement benefits are maximized

Prior WRCOG Actions:

May 19, 2016: The WRCOG Technical Advisory Committee received report.
April 14, 2016: The WRCOG Public Works Committee received report.

WRCOG Fiscal Impact:

The Active Transportation Plan activities are included in the Agency's adopted Fiscal Year 2016/2017 Budget under the Transportation Department.

Attachment:

None.



Western Riverside Council of Governments Planning Directors' Committee

Staff Report

Subject: Riverside County Traffic Analysis Model (RIVTAM) Update

Contact: Christopher Gray, Director of Transportation, gray@wrcog.cog.ca.us, (951) 955-8304

Date: July 14, 2016

Requested Action:

1. Receive and file.

WRCOG's Transportation Department is comprised of the Transportation Uniform Mitigation Fee (TUMF) Program, the Active Transportation Plan, and the Western Riverside County Clean Cities Coalition. The TUMF Program is a regional fee program designed to provide transportation and transit infrastructure that mitigates the impact of new growth in Western Riverside County. As administrator of the TUMF Program, WRCOG allocates TUMF to the Riverside County Transportation Commission (RCTC), groupings of jurisdictions – referred to as TUMF Zones – based on the amounts of fees collected in these groups, and the Riverside Transit Agency (RTA). The Riverside County Traffic Analysis Model (RIVTAM) was developed in 2009 to provide Riverside County jurisdictions a more detailed tool to develop long-term forecasts of future travel behavior. Since 2009, RIVTAM has not undergone a comprehensive update, so the land use and transportation data the RIVTAM utilizes is significantly outdated.

Riverside County Traffic Analysis Model (RIVTAM) Update

WRCOG is proposing to lead an effort to prepare a work plan to update RIVTAM in 2017, and met with the original MOU signatories on June 2, 2016, to discuss the update process. This report is to provide an introduction of the RIVTAM and summarize WRCOG's proposed work plan for a RIVTAM update.

Introduction: One significant challenge facing agencies at all levels of government is the need to develop long-term forecasts of future travel behavior. One tool commonly employed for these forecasts are regional travel demand models, which produce forecasts using socio-economic and transportation data as inputs. These forecasts are then used in a wide range of studies including but not limited to General Plans, Specific Plans, corridor studies, interchange studies, and environmental documents, such as Environmental Impact Reports (EIR's).

Additionally, the transportation infrastructure in Riverside County continues to be developed. Both CVAG and WRCOG continue the Transportation Uniform Mitigation Fee (TUMF) Program in their respective areas, and some local cities have implemented local Development Impact Fees (DIF). RCTC and CVAG continue to build projects that expand the transportation network. It is critical to ensure transportation projects are designed and constructed based on the best forecasts available.

Travel models require regular updates to remain relevant. This report provides additional background data regarding a regional travel model developed for Riverside County (RIVTAM) and proposes an approach to update this model through a phased and collaborative approach.

Background: Prior to the development of RIVTAM, a variety of travel demand models were available for use in Riverside County. For example, there was a previous model known as RIVSAN (Riverside/San Bernardino) used for land use and transportation project analysis. Various cities also maintained models, such as Corona, along with separate models for the Coachella Valley. These models used data from multiple sources and often produced widely disparate forecasts.

In 2008 and 2009, the following agencies met to discuss the development of a single countywide model for Riverside County:

- Riverside County Transportation and Land Management Agency (TLMA)
- Western Riverside Council of Governments (WRCOG)
- Coachella Valley Council of Governments (CVAG)
- Riverside County Transportation Commission (RCTC)
- Southern California Association of Governments (SCAG)
- California Department of Transportation (Caltrans)

Development of this countywide model (RIVTAM) was completed in May 2009. At the time the model was finalized, it used data from the SCAG Regional Transportation Model available at that time, which was Existing Year Data for 2008 and Forecast Year Data for 2035. Since 2008 was the beginning of the Great Recession, many assumptions incorporated into the model may be considered aggressive related to land use assumptions.

SCAG's Regional Transportation Model (RTM) encompasses a large geographic area that consists of the Counties of Imperial, Los Angeles, Orange, Riverside, San Bernardino and Ventura. The primary goal of developing the RIVTAM was to provide a greater level of detail in Riverside County, while maintaining consistency with the SCAG RTM.

Following development of RIVTAM, a MOU was executed between the six agencies identified above. The MOU can be found as an attachment. Key elements of this MOU included:

- RIVTAM maintenance
- How RIVTAM would be utilized by the MOU signatories
- Updates to RIVTAM
- Use of RIVTAM by other governmental jurisdictions and by private entities
- Technical guidelines

RIVTAM Implementation: After implementation of the MOU, agencies used RIVTAM for a variety of projects. TLMA also developed an on-call list of consultants allowed to use RIVTAM, which was one of the provisions of the MOU. Based on a cursory review of RIVTAM users, it appears a majority of the RIVTAM applications were done through consultants for projects such as the WRCOG Nexus Study Update, Citywide Traffic Models for, among others, Coachella, Corona and Palm Desert, a detailed model for the Wine Country in Riverside County, and other efforts.

While many agencies have benefitted directly from the development of RIVTAM, there are certain challenges with its continued use. The primary issue is that RIVTAM has not undergone a comprehensive update since the initial development work, meaning the land use and transportation data is significantly outdated. The SCAG RTM has also undergone updates since the initial development of RIVTAM, meaning the RIVTAM and SCAG RTM may no longer be consistent.

Other unique challenges that should be considered in the future of RIVTAM are the recent legislation, grants, and innovations created that will affect the future of transportation. Senate Bill (SB) 375 and SB 743 were passed with the goal to reduce Vehicle Miles Traveled (VMT) and may have effect on travel behavior. The State of California also passed SB 99 which created the Active Transportation Program and made funds available to, among other goals, increase the proportion of trips accomplished by bicycling and walking. The future of vehicles may also change travel behavior with the continued development of autonomous vehicles – this will have a great effect on the transportation network in Riverside County.

RIVTAM Update Work Plan: Given the time that has elapsed since its initial development, an update to RIVTAM is both timely and beneficial. Benefits of this update would include:

- Updates to socio-economic forecasts to reflect SCAG's recently adopted growth forecasts
- Updates to the roadway network to ensure the model reflects recent improvements
- Ability to use data from the most recent SCAG RTM update to ensure consistency with the SCAG RTM
- The opportunity to correct any significant structural issues related to RIVTAM

Rather than proceeding directly to an update, we are proposing that WRCOG, in coordination with the other MOU signatories, conduct a review of RIVTAM users and other agencies by conducting a survey. Key items addressed during this survey could include:

- Who is currently using RIVTAM?
- How is RIVTAM currently applied?
- How do agencies plan to use RIVTAM?
- Are there other agencies that would like to use RIVTAM for specific projects which they are unable to do so?
- Are there specific issues or concerns related to RIVTAM that should be addressed during an update?
- How do other peer agencies (SANBAG, other CTC's/COG's of similar size) address their modeling needs?
- What organizational structure do other agencies use to maintain their travel models?

WRCOG staff is proposing to utilize this data collection effort as a Needs Assessment, which would then be shared with the other MOU signatories. This Needs Assessment is likely to require two-to-three months to complete. As an intermediate step, WRCOG will send out a finalized list of questions and persons/organizations to be interviewed two weeks after receiving confirmation that the other MOU signatories concur with this approach. Once the Needs Assessment is complete, WRCOG would then ask to reconvene the group of MOU signatories to review the conclusions.

Following the completion and review of the Needs Assessment, WRCOG would propose that the MOU signatories collaborate on three documents. WRCOG would be willing to facilitate these discussions and take the lead in preparing these documents, if amenable to the other MOU signatories.

The first document would be an updated MOU, which would outline various agency roles and responsibilities related to the updated version of RIVTAM. Specific items identified in the updated MOU would be identified in the Needs Assessment and also through a review of the existing MOU. The second document would be a proposed Model Update Work Plan, which would outline how RIVTAM would be updated, including potential funding sources from the various agencies and roles/responsibilities. The final document would be a model update Request for Proposal, which would extract from the updated MOU and Model Update Work Plan.

WRCOG anticipates these three items above could be accomplished using WRCOG internal resources and would not require any funding from outside agencies at this time. WRCOG is requesting the other MOU signatories to commit staff to participate in the Needs Assessment, the review of the MOU, and the development of the RFP process to the extent feasible. WRCOG is also suggesting regular monthly meetings be scheduled to discuss progress once WRCOG initiates the work on the Needs Assessment. Please contact WRCOG staff if any staff from local jurisdictions would like to participate in these monthly meetings.

Prior WRCOG Action:

None.

WRCOG Fiscal Impact:

The RIVTAM activities are included in the Agency's adopted Fiscal Year 2016/2017 Budget under the Transportation Department.

Attachment:

1. RIVTAM Signed MOU.

Item 5.D

Riverside County Traffic Analysis
Model (RIVTAM) Update

Attachment 1

RIVTAM Signed MOU

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RIVERSIDE COUNTY TRAFFIC ANALYSIS MODEL (RivTAM)

EXECUTIVE SUMMARY

The County of Riverside Transportation Department (RCTD), with the cooperation of the Western Riverside Council of Governments (WRCOG), The Coachella Valley Council of Governments (CVAG), the Riverside County Transportation Commission (RCTC), The Southern California Association of Governments (SCAG), and the California Department of Transportation (Caltrans), completed the development of the Riverside County Traffic Analysis Model (RivTAM) in May 2009. RivTAM is a TransCAD model, based on SCAG's Regional Transportation Model that SCAG used in developing the 2035 Regional Transportation Plan (RTP). TransCAD is the name of a commercially-available software package used for transportation system modeling. TransCAD has very good graphic presentation and data retrieval capabilities due to its integration with Geographic Information Systems (GIS) and the associated capabilities.

SCAG's Regional Transportation Model encompasses a large geographic area that consists of the Counties of Imperial, Los Angeles, Orange, Riverside, San Bernardino, and Ventura. Because of the size of the area, the SCAG model lacks the degree of detail, that is often necessary for transportation planning at the County and local jurisdiction levels. RivTAM incorporates a great deal of detail in Riverside County, while maintaining consistency with the SCAG Regional Model.

Listed below are the benefits the County and other entities will gain using RivTAM:

RivTAM has been validated to a finer level of detail than the SCAG Regional Model. The SCAG model has been validated for 2003 as the base year. Model validation is the process whereby traffic estimates for individual roadways are compared to actual ground counts on those roadways. For RivTAM, the validation base year was set at 2007. Traffic counts were made at over 300 locations late in 2007 and early 2008. These counts, supplemented by counts available from Caltrans and local jurisdictions, were used in the RivTAM validation process. The SCAG Regional Model validation within Riverside County addressed five traffic flow corridors and about 50 individual segments in these corridors. For RivTAM about 46 traffic flow corridors and about 350 individual roadway segments within these corridors were analyzed.

The Traffic Analysis Zone (TAZ) system in RivTAM is more detailed than the SCAG Regional Model. Within Riverside County, the SCAG model has 478 Traffic Analysis Zones (TAZ). These 478 TAZs were subdivided into 1,807 in RivTAM. This finer level of TAZ disaggregation, coupled with a finer roadway network, yields to better traffic forecasts on individual roadway segments.

RivTAM has a more detailed roadway network than the SCAG Regional Model. RivTAM added 570 centerline miles of roadways to the network in the SCAG Regional Model. RivTAM incorporates all facilities in the Riverside County General Plan, classified as Secondary and above. In addition some Collectors are included, as necessary, to insure that all TAZs are connected to the network of General Plan roadways.

RivTAM is fully consistent with the SCAG Regional Model in all technical and procedural aspects. RivTAM does not alter any of the SCAG Regional Model assumptions and parameters. Data inputs for areas outside of Riverside County are identical to the SCAG Regional Model. Within Riverside County more refined data is incorporated as described above.

RivTAM is the product of a truly cooperative multi-agency effort. Staff of the participating agencies met at the policy and technical levels on over 30 occasions to review work products, provide direction to the project consultant, and to discuss a variety of matters. The agencies also collaborated by providing applicable data, reports, and other information.

The RIVTAM MOU was presented to the RCTC TAC in September of 2009. The Committee concurred with the content of the document and the County of Riverside was to take the lead in getting the MOU executed by all agencies that participated in the development and acceptance of RIVTAM as the forecasting tool for Countywide transportation planning purposes.

MOU FOR RIVTAM MODEL MAINTENANCE, UPDATE, AND USAGE

WHEREAS the Riverside County Transportation Department (RCTD), the Riverside County Transportation Commission (RCTC), the Western Riverside Council of Governments (WRCOG), and the Coachella Valley Association of Governments (CVAG) jointly funded the development of the Riverside County Traffic Analysis Model (RIVTAM) using TransCAD software,

WHEREAS the Southern California Association of Governments (SCAG) and the California Department of Transportation (Caltrans) participated actively in the development of RIVTAM by providing data, guidance, and reviewing RIVTAM materials and results,

WHEREAS SCAG and Caltrans have determined that RIVTAM has been developed in conformance with accepted modeling practices and standards,

WHEREAS RCTD, RCTC, WRCOG, CVAG, SCAG, and Caltrans wish to ensure that sub-area models developed for use in Riverside County be consistent with RIVTAM,

WHEREAS RCTD, RCTC, WRCOG, CVAG, SCAG, and Caltrans agree that RIVTAM will provide a consistent tool for cities and the County to evaluate their plans, programs and projects,

WHEREAS RCTD, RCTC, WRCOG, CVAG, SCAG, and Caltrans agree that RIVTAM should be used as the forecasting tool for countywide transportation planning purposes,

WHEREAS RCTD, RCTC, WRCOG, CVAG, SCAG, and Caltrans encourage

incorporated Cities in Riverside County to use RIVTAM as the basis for their own transportation planning purposes, where appropriate,

WHEREAS RCTD, RCTC, WRCOG, CVAG, SCAG, and Caltrans encourage private entities, such as developers and consultants to use RIVTAM as the basis for their own transportation planning purposes in Riverside County, where appropriate,

NOW THEREFORE, RCTD, RCTC, WRCOG, CVAG, SCAG, and Caltrans (collectively, the Agencies) agree as follows:

RIVTAM Maintenance

RCTD will maintain official versions of RIVTAM for base year and several horizon years.

RIVTAM routine maintenance activities include:

- Incorporating into RIVTAM any updates necessary due to changes in plans and programs of the AGENCIES or other governmental jurisdictions in Riverside County;
- Corrections, such as facility type or number of lanes, that may arise during the use of RIVTAM by the AGENCIES or other users of RivTAM;
- Documenting and keeping a record of all model revisions and corrections;
- Informing the AGENCIES and other users of RivTAM of revisions and corrections;
- Responding, at no cost, to minor data requests, such as daily traffic volume plots, by the AGENCIES, Cities, or other governmental jurisdictions;
- Other tasks that may be needed by agreement of the AGENCIES.

Use of RIVTAM by the AGENCIES

RCTD, CVAG, Caltrans and SCAG have licensing agreements with Caliper Corporation and have the capability to use RIVTAM in-house;

RCTC and WRCOG would need licensing agreements with Caliper should they desire to use RIVTAM in-house;

Since the AGENCIES anticipate the need to engage the services of consultants from time to time to run RIVTAM, the AGENCIES will establish a list of three to five consulting firms qualified to perform such services and will use no consultants other than those on the list of qualified consultants;

RCTD will lead the AGENCIES' joint effort to compile the list of qualified consultants, by issuing a Request for Qualifications and forming a selection committee;

AGENCIES that need a consultant to run RIVTAM, will select a consultant from the AGENCIES' list of qualified consultants;

Each AGENCY shall bear the cost for its own use and running of RIVTAM.

Updating RIVTAM

The AGENCIES agree that updates to RIVTAM may be necessary in response to changes in the plans and programs of the AGENCIES, or other reasons. Each AGENCY shall bear the cost of updating RIVTAM for its own purposes;

RCTC, WRCOG, CVAG, SCAG, and Caltrans will notify RCTD when they make changes in plans and programs that will necessitate updating the official version of RIVTAM;

RCTD will make updates, as appropriate, and inform RCTC, WRCOG, CVAG, SCAG, and Caltrans, and other users of RivTAM when updates are made to the official version of RIVTAM;

The AGENCIES, or their consultants, will not make any updates that are not consistent with RIVTAM modeling concepts and assumptions;

Periodic updates of RIVTAM will be considered at such time as SCAG adopts new Socio-Economic forecasts, and only be made when the updates affect the RIVTAM consistency with SCAG's Regional Modeling assumptions. RCTC, WRCOG, CVAG, and RCTD will negotiate the cost of such major updates and make a recommendation for funding.

Use of RIVTAM by governmental jurisdictions other than the AGENCIES and by private entities

RIVTAM was designed to address most city and county level modeling needs in Riverside County. The model inputs and zone system were designed with sufficient detail to support most city/county planning applications. The modeling methodology can support the evaluation of a range of highway, HOV and transit scenarios. The Agencies encourage the use of RIVTAM by Cities, other governmental jurisdictions, and private entities for their own transportation planning purposes. Universal use of RIVTAM by the Agencies, Cities, other governmental jurisdictions, and private entities, and their consultants will ensure that planning decisions in Riverside County are made based on accurate and consistent travel forecasts;

Cities and other governmental jurisdictions in Riverside County would need

licensing agreements with Caliper, appropriate computer equipment, and staff capabilities should they desire to use RIVTAM in-house;

Off-the-shelf modeling results and data, such as daily and peak hourly traffic volume forecasts from completed RIVTAM runs will be available to Cities and other governmental jurisdictions directly from RCTD at no cost. Private entities will be requested to pay a fee for such data retrieval and transmittal;

Requests by Cities, other governmental jurisdictions, or private entities, entailing extensive data retrieval, or additional modeling analysis, and/or model runs will require the payment of a negotiated fee to RCTD or a contract directly with the consultants on the AGENCIES' list of qualified consultants to make the necessary RIVTAM runs;

The full set of RIVTAM files (all files needed to run RIVTAM) will be released only to the AGENCIES, to Cities in Riverside County, to other governmental jurisdictions in Riverside County and to the consultants on the AGENCIES' list of qualified consultants;

Requests for the full set of RIVTAM files will be made directly to RCTD in a letter from the requesting City or other governmental jurisdiction. The request shall include a detailed list of the needed items, the model's scope of work, and intended uses of the model.

Technical Guidelines

The AGENCIES will require that any City or other governmental jurisdiction that develops a sub-area model based on RIVTAM for its own use must demonstrate, by submitting appropriate documentation, that the finished model is consistent with RIVTAM before the model can be used for any purpose that affects the AGENCIES;

Consistency documentation will be reviewed and a consistency determination will be made jointly by an appointed committee of the AGENCIES;

Consistency guidelines will be developed by a technical task force that may include representatives of the AGENCIES, Riverside County cities, and other governmental jurisdictions, as well as members of the consultant community, and others.

Agreed to:

Riverside County Transportation Department (RCTD)

By Juan C. Perez [Signature] 6/30/10
Print Name Signature Date

Riverside County Transportation Commission (RCTC)

By John Staudacher [Signature] 6/30/2010
Print Name Signature Date

Western Riverside Council of Governments (WRCOG)

By Brittany Taylor Bender [Signature] 6/30/10
Print Name Signature Date

Coachella Valley Association of Governments (CVAG)

By Tam Kirk [Signature] 7/14/10
Print Name Signature Date

Southern California Association of Governments (SCAG)

By RICH MACIAS [Signature] 8/10/10
Print Name Signature Date

California Department of Transportation (Caltrans)

By William A. Mosky [Signature] 9/30/10
Print Name Signature Date

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Western Riverside Council of Governments Planning Directors' Committee

Staff Report

Subject: Update on Analysis of Fees and Their Potential Impact on Economic Development in Western Riverside County

Contact: Christopher Gray, Director of Transportation, gray@wrcog.cog.ca.us, (951) 955-8304

Date: July 14, 2016

Requested Action:

1. Receive and file.

WRCOG's Transportation Department is comprised of the Transportation Uniform Mitigation Fee (TUMF) Program, the Active Transportation Plan, and the Western Riverside County Clean Cities Coalition. The TUMF Program is a regional fee program designed to provide transportation and transit infrastructure that mitigates the impact of new growth in Western Riverside County. As administrator of the TUMF Program, WRCOG allocates TUMF to the Riverside County Transportation Commission (RCTC), groupings of jurisdictions – referred to as TUMF Zones – based on the amounts of fees collected in these groups, and the Riverside Transit Agency (RTA).

WRCOG has received comments from public and private stakeholders regarding the impact of TUMF on the regional economy and the fees' effect on development in the subregion. WRCOG is conducting a study to analyze fees / exactions required and collected by jurisdictions / agencies in and immediately adjacent to the WRCOG subregion.

Fee Analysis Study

Overview of Fee Study

In July 2015, WRCOG distributed the draft 2015 TUMF Nexus Study for review and comment. During the comment period, WRCOG received various comments from public and private stakeholders regarding the impact of TUMF on the regional economy and the fees' effect on development in the subregion. In response to the comments received on the draft Nexus Study, WRCOG released a Request for Proposal (RFP) to solicit firms interested in performing an analysis of fees / exactions required and collected by jurisdictions / agencies in and immediately adjacent to the WRCOG subregion. In March 2016, the WRCOG Executive Committee authorized a Professional Services Agreement with Economic & Planning Systems (EPS), in association with Rodriguez Consulting Group (RCG), to conduct the analysis.

The Fee Analysis Study, expected to be completed during the summer of 2016, will provide WRCOG jurisdictions with comprehensive fee comparisons. This study will also discuss the effect of other development costs, such as the cost of land and interest rates, within the overall development framework. Another key element of this study will be an analysis documenting the economic benefits of transportation investment.

Fee Comparison Methodology

Jurisdictions for Fee Comparison: In addition to the jurisdictions within the WRCOG subregion, the study will analyze jurisdictions within the Coachella Valley, San Bernardino and Orange Counties, and the northern portion of San Diego County. The inclusion of additional neighboring / peer communities will allow for consideration of relative fee levels between the WRCOG subregion and jurisdictions in surrounding areas that may compete for new development. At its April 14, 2016, meeting, the Planning Directors' Committee provided input on the additional jurisdictions to be studied. An additional 13 jurisdictions outside of the WRCOG subregion were selected for comparison.

Land Uses and Development Prototypes: Fee comparisons are being conducted for five key land use categories – “development prototypes”, including single family residential, multi-family residential, office, retail, and industrial developments. Since every development project is different, and because fee structures are often complex and derived based on different development characteristics, it is helpful to develop “development prototypes” for each of the land uses studied. The use of consistent development prototypes increases the extent to which the fee comparison is an “apples-to-apples comparison”.

Development prototypes were selected based on recent trends in new development in Western Riverside County. For single-family development, the selected prototype represents the median home and lot size characteristics of homes built and sold in Western Riverside County since 2014. Development prototypes for the multi-family residential, office, retail, and industrial buildings represent the average building sizes for similar buildings developed since 2010 in Western Riverside County. The proposed prototypical projects being analyzed are as follows:

- **Single-Family Residential Development** – 50 unit residential subdivision with 2,700 square foot homes and 7,200 square foot lots
- **Multi-Family Residential Development** – 200 unit market-rate, multi-family residential development in 260,000 gross square foot of building space
- **Retail Development** – 10,000 square foot retail building
- **Office Development** – 20,000 square foot, Class A or Class B office building
- **Industrial Development** – 265,000 square foot “high cube” industrial building

Fee Categories: The primary focus of the study is on the array of fees charged on new development to pay for a range of infrastructure / capital facilities. The major categories of fees include: (1) school development impact fees; (2) water / sewer connection / capacity fees; (3) City capital facilities fees; (4) regional transportation fees (TUMF in Western Riverside County), and (5) other capital facilities / infrastructure / mitigation fees charged by other regional / subregional agencies. As noted in prior fee comparisons, these fees typically represent 80 to 90 percent of the overall development fees on new development. Additional processing, permitting, and entitlement fees are not included in this analysis. Based on the consultant team's initial review of fees, they concluded that the scale of planning / processing fees versus development impact fees was different in that most jurisdictions charge moderate levels of planning / processing fees as compared to development impact fees – meaning the development impact fees are much higher than the planning / processing fees. The initial analysis focuses on development impact fees, as these fees are much larger than planning / processing fees for comparison purposes. WRCOG does leave open the option to include processing fees if there are certain jurisdictions where the processing fees are substantial compared to the permit fees.

Service Providers and Development Prototypes: The system of infrastructure and capital facilities fees in most California jurisdictions is complicated by multiple service providers and, often, differential fees in different parts of individual cities. Multiple entities charge infrastructure / capital facilities fees – e.g. City, Water Districts, School Districts, and Regional Agencies. In addition, individual jurisdictions are often served by different service providers (e.g. more than one Water District or School District) with different subareas within a jurisdiction, sometimes paying different fees for water facilities and school facilities. In addition, some City fees, such as storm drain fees, are sometimes differentiated by jurisdictional subareas.

For the purposes of this study, an individual service provider was selected where multiple service providers were present, and an individual subarea was selected where different fees were charged by subarea. An effort was made to select service providers that cover a substantive portion of the jurisdiction, as well as to include service providers that serve multiple jurisdictions (e.g. Eastern Municipal Water District).

Completed To-Date

After identification of the cities for fee evaluation and development prototypes by land use, the focus of the study efforts has been on collecting fee schedules and applying them to the development prototypes. The research effort has involved: (1) reviewing available development impact fee schedules online; (2) reaching out to service providers (Jurisdiction, Water Districts, School Districts) where fee levels or fee calculations were difficult to discern; (3) conducting necessary fee calculations; and, (4) presenting initial fee estimates for all seventeen (17) WRCOG cities.

WRCOG staff sent a PDF file to each jurisdiction's representative on WRCOG's Planning Directors' Committee and Public Works Committee for review and comment on the week of June 20, 2016. This file contained the initial fee estimates for each jurisdiction. WRCOG staff is seeking feedback on the initial fee estimates and refinements will be made as appropriate. This information will be presented at the July 14, 2016, Planning Director's Committee and Public Works Committee meetings.

Ongoing/ Next Steps

The goal of this initial fee analysis is to provide jurisdictions in the WRCOG region the opportunity to review their fee collection structure while being able to compare it to the fee collection structure of neighboring jurisdictions. WRCOG is committed to presenting the findings in the best possible manner. This analysis is an informational item only. Fee information has also been collected for the non-WRCOG region jurisdictions and similar initial fee estimates are being compiled for each of them. In addition, preliminary development feasibility analyses are being prepared to provide insights into the costs of new development in Western Riverside County, including development impact fees, as well as the overall economic / feasibility of these development products. Finally, research is beginning on the economic benefits of regional transportation.

Prior WRCOG Action:

May 12, 2016: The WRCOG Public Works Committee received an update.

WRCOG Fiscal Impact:

The Analysis of Fee and Their Potential Impact on Economic Development in Western Riverside County is included in the Agency's adopted Fiscal Year 2016/2017 Budget under the Transportation Department.

Attachment:

None.

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Western Riverside Council of Governments Planning Directors' Committee

Staff Report

Subject: WRCOG Transportation Work Plan

Contact: Christopher Gray, Director of Transportation, gray@wrcog.cog.ca.us, (951) 955-8304

Date: July 14, 2016

Requested Action:

1. Receive and file.

WRCOG's Transportation Department is comprised of the Transportation Uniform Mitigation Fee (TUMF) Program, the Active Transportation Plan, and the Western Riverside County Clean Cities Coalition. The TUMF Program is a regional fee program designed to provide transportation and transit infrastructure that mitigates the impact of new growth in Western Riverside County. As administrator of the TUMF Program, WRCOG allocates TUMF to the Riverside County Transportation Commission (RCTC), groupings of jurisdictions – referred to as TUMF Zones – based on the amounts of fees collected in these groups, and the Riverside Transit Agency (RTA).

The Active Transportation Plan will identify challenges to and opportunities for creating a safe, efficient, and complete active transportation network that will expand the availability of active modes of transportation for users both within the region and between neighboring regions.

The WRCOG Clean Cities Coalition continues to administer programs that focus on developing regional economic opportunities for deploying alternative fuel vehicles and advanced technologies. Additionally, the WRCOG Clean Cities Coalition provides programs for students to think critically and independently about air quality and how to live healthier lives.

Transportation Activities Work Plan

Staff has identified the following activities and key milestone dates for the remainder of the 2016 Calendar year.

TUMF Administrative Plan:

- The WRCOG Executive Committee approved Staff's recommendation for an updated TUMF Administrative Plan at its June 24, 2016, meeting with the exception of an automatic CCI adjustment.

Five-Year Expenditure Report:

- Consultant is preparing the final document and staff provided an update to the Public Works Committee at its June 9, 2016, meeting.
- The report completion is anticipated for August.

On-Call Engineering Services:

- Request for Proposal was released at the end of May.
- Selected firm will develop a Reimbursement Manual to provide member jurisdictions with the invoicing process along with a detailed description of ineligible items under the TUMF Program.

- Consultant will review invoices submitted for reimbursement on a regular basis and Active Transportation Plan cost estimates.

Fee Analysis Study:

- Initial fee comparison for jurisdictions within and around WRCOG subregion, economic development evaluation, and development costs was complete in June.
- WRCOG Regional Fee comparison will be presented to staff and member agencies in July, complete study in August / September.

TUMF Transportation Improvement Program (TIP) Update:

- Staff will initiate the TIP Update Process in the fall by distributing project adjustment worksheets and Draft 2017 TIPs to the Zone TAC members.
- Staff will be scheduling meetings with member agencies to discuss the TIP Update process.
- TIP's will be distributed in October / November for final review and consensus.
- The WRCOG Executive Committee will adopt the Zone TIP's by February 2017.

2016 TUMF Nexus Study Update:

- A draft Nexus Study will be distributed for review and comment in the summer.
- Outreach / workshops will be conducted in fall.
- WRCOG Executive Committee is expected to take action on the 2016 Nexus Study by the end of 2016.
- Updated fee schedule will take effect in July 2017.

Active Transportation Plan:

- Existing needs / collision analysis completed in June.
- WRCOG staff presented the results of the collision analysis at the June 9, 2016, Public Works Committee.
- The Non-Motorized Vehicle Network will be developed in the fall.
- Cost analysis of implementing programs within the Plan will be conducted in early 2017.

RIVTAM Update:

- WRCOG is leading an effort to prepare a work plan to update RIVTAM in 2017.
- WRCOG met with MOU signatories on June 2, 2016, to discuss the update process.
- WRCOG staff will be conducting a comprehensive review of RIVTAM to inform the work plan update.

GIS Update:

- Staff identified a need to update our TUMF record keeping process for all aspects of TUMF including but not limited to reimbursements, credit agreements, reimbursement agreements, facility maps, etc.
- Staff will be developing and distributing a GIS services on-call in the fall of 2016, to provide a comprehensive revamp of all TUMF-related records with an eye towards transitioning all key records to an online GIS database that would be accessible to our local agencies.

On-Call Transportation Planning / Modeling Services:

- Staff will be soliciting additional consultant services to support the RIVTAM update and other departmental activities.
- RFP will be distributed at the end of 2016 for RIVTAM update, pending approval of all current MOU signatories.

Grant Writing Services:

- WRCOG has identified grant-writing support as a potential use of excess HERO revenues.
- WRCOG has proposed to hire grant writers for specific programs to work directly for cities with WRCOG providing funding to either reimburse cities or hire the grant writers directly.
- Potential use of the program would be for AHSC, Active Transportation, and Caltrans grants.
- WRCOG will be releasing an RFP in the fall to identify consultants who will be available in January 2017 (or earlier).

Prior WRCOG Action:

None.

WRCOG Fiscal Impact:

Transportation administrative activities are included in the Agency's adopted Fiscal Year 2016/2017 Budget under the Transportation Department.

Attachment:

1. Transportation Department Schedule.

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Transportation Activities Schedule Task Schedule	2016					2017										
	May	June	July	August	September	October	November	December	January	February	March	April	May	June	July	August
TUMF Technical Manual																
Review Administrative Plan (Revisions/Clarifications/Additions)																
Review Calculation Handbook (Revisions/Clarifications/Additions)																
Public Works/Technical Advisory Committee approval of revisions to Administrative Plan																
Executive Committee approval of Administrative Plan Revisions																
Revise Calculation Handbook with technical data (ITE/Sq. Ft. conversions)																
Develop Technical Manual																
Staff/legal review of Technical Manual																
Draft Technical Manual review/approval by the Executive Committee																
Five-Year Expenditure Report																
Review TUMF Program cash flow																
Project future TUMF Program revenues and expenditures																
Evaluate sufficiency of funding for TUMF RSHA																
Prepare Draft Report																
Present Report for WRCOG PWCTAC/EC Review																
Fee Analysis Study																
Fee comparison and use																
Economic development evaluation																
Development costs and economics																
Draft fee analysis																
Public/stakeholder meetings																
TUMF Nexus Study Update																
Review Draft Network and update as needed																
Update SCAG 2016 RTP demographic data into RIVTAM TAZs																
Conduct traffic model runs (2012/2040 no build and 2040 with 2016 TUMF Network)																
Prepare cost assumptions																
Remove existing need from the 2016 Network and calculate Network cost																
Prepare draft 2016 Nexus Study																
Distribute draft Nexus Study for review/comment																
Finalize Nexus Study for review/approval																
Update TUMF Ordinances/Fee Resolutions																
Agency adoption of TUMF Ordinances/Fee Resolutions																

2017											
2016											
	May	June	July	August	September	October	November	December	January	February	March
Transportation Activities Schedule Task Schedule											
Transportation Improvement Program (TIP) Update											
Forecasted revenue/carryover figures											
Prepare Draft TIPs for each Zone and Individual Project Worksheets											
Distribute Draft TIPs for agency review and adjustment/requests											
Prepare Draft TIPs based on individual project adjustments											
Zone TAC/Zone Elected meetings											
Update Zone TIP maps											
Zone TIP approval											
Distribution (electronic) and website posting of TIPs											
Active Transportation Plan											
Project initiation kickoff											
Existing conditions report											
Non motorized network (physical bike and pedestrian corridors)											
Health, safety, and education (bike and pedestrian safety education program)											
Cost analysis (with implementation strategies in the plan)											
Funding sources (for installation of active transportation projects)											
Implementation strategies											
WRCOG Clean Cities Coalition											
Environmental Youth Conference											
Clean Cities Coalition Meeting											
Quarterly alternative fuel price report											
Clean Cities Newsletter											
Air Quality Extraordinary Program											
Advancing the Choice Expo/Future of Cities											
AB 2766 Annual Report											
Staff Transitions											
Transportation Manager job posting											
Hiring process of the Transportation Manager											
Transportation Manager training with TUMF Program Manager											
Transportation Analyst job posting											
Hiring process of the Transportation Analyst											
Draft RFP for on-call services											
On-call Engineering services											
On-call Planning services											
Bike and Pedestrian Safety Education Dates: June 3-5 in Moreno Valley											

Revised - May 24, 2016

Legend

- Active task
- Active task by others (consultant, committee members, fiscal staff, member agencies)
- Completed Task



Western Riverside Council of Governments Planning Directors' Committee

Staff Report

Subject: Regional Streetlight Program Activities Update

Contact: Tyler Masters, Program Manager, masters@wrcog.coq.ca.us, (951) 955-8378

Date: July 14, 2016

Requested Action:

1. Receive and file.

WRCOG's Regional Streetlight Program will assist member jurisdictions with the acquisition and retrofit of their Southern California Edison (SCE)-owned and operated streetlights. The Program has three phases, which include: 1) streetlight inventory; 2) procurement and retrofitting of streetlights; and 3) ongoing operations and maintenance. The overall goal of the Program is to provide significant cost savings to the member jurisdictions.

Program Update

At the direction of the WRCOG Executive Committee, WRCOG is developing a Regional Streetlight Program that will allow jurisdictions (and Community Service Districts) to purchase the streetlights within their boundaries that are currently owned / operated by SCE. Once the streetlights are owned by the member jurisdiction, the lamps will then be retrofitted to Light Emitting Diode (LED) technology to provide more economical operations (i.e., lower maintenance costs, reduced energy use, and improvements in public safety). Local control of its streetlight system allows jurisdictions opportunities to enable future revenue generating opportunities such as digital-ready networks, and telecommunications and IT strategies.

The goal of the Regional Program is to provide a cost effective way for local jurisdictions to purchase, retrofit, and maintain the streetlights within jurisdictional boundaries, without the need of additional jurisdictional resources. As a regional Program, WRCOG is working with each of the jurisdictions to move through the acquisition process, develop financing recommendations, develop / update regional and community-specific streetlight standards, and manage the regional operations and maintenance agreement that will increase the level of service currently being provided by SCE.

Acquisition Process Update: The keystone piece of the Program is the acquisition - or the purchasing - of streetlights by each jurisdiction. After acquisition, each jurisdiction will have the ability to unlock additional cost savings through LED retrofits while also paving the way for a potential "Smart-City" future. The process for an interested jurisdiction to acquire the SCE-owned streetlights within its boundaries is as follows:

- A. Payment of \$10,000 Initial Valuation fee (funded by WRCOG) to initiate the streetlight valuation process.
(Completed)
- B. SCE evaluation of streetlight systems in each of the 16 interested member jurisdictions' boundaries.
(Completed)
- C. SCE presentation of Streetlight Valuation Reports, an estimated streetlight sales price given the type,

quantity, and material of streetlight poles and lamp fixtures in jurisdictional boundaries. (*Completed*)

- D. Jurisdictions confirm desire to move forward with the acquisition. The following provides a summary of the interest levels conveyed by the member jurisdictions.

After preliminary survey of all interested jurisdictions, jurisdictional staff has expressed strong interest in moving forward with acquisition and LED retrofit. Some jurisdictions have shared common comments / questions they would like WRCOG staff to continue to address as each jurisdiction moves forward. All of these items are proactively being worked on and will continue to be addressed on a regional and city-by-city basis. These are summarized below:

1. "When will my jurisdiction be cash-flow positive; after acquisition and retrofit?"

Response: The specifics will be identified in each jurisdiction's cash-flow meetings; however, the intent of financing is that each City will see no initial out-of-pocket expense, and the ongoing utilities bill savings realized after acquisition and LED retrofit will offset the financing repayment (debt service). In many cash flow scenarios, jurisdictions will be cash flow positive right away.

2. "Will the Program provide a higher level of service to my communities regarding streetlight maintenance needs (lamp burn-outs and pole knockdowns)?"

Response: With a centralized call center specific to the region, operations and maintenance will be dispatched in an expeditious manner. Service will be tracked and regularly reported on a jurisdictional basis through WRCOG.

3. "Will the Program address if / how special districts, landscape and lighting maintenance districts, and/or community finance districts will be impacted per acquisition and LED retrofit of the jurisdiction's streetlights?"

Response: WRCOG is currently assessing the inventory of special districts in the WRCOG subregion, and working with legal counsel to identify if / how financing acquisition and retrofit of these streetlights will impact these districts / special assessments.

4. "What level of impact will this Program have on current City resources?"

Response: The purpose of the regional approach is to achieve multiple administrative, operational, and maintenance cost efficiencies that will mitigate or avoid any impact to a jurisdiction's current resources.

- E. SCE and each interested jurisdiction submit their Agreement, for approval, to the California Public Utilities Commission (CPUC). The following provides an update on the purchase and sales agreement and it is anticipated that member jurisdictions will begin this process in late-2016.

Purchase and sales agreement update: Currently, the City of Lancaster is the only City in the SCE territory to complete the acquisition process from start to finish. On March 18, 2016, the CPUC approved Lancaster's final Purchase and Sales Agreement. SCE intends to use this Agreement as the template for future acquisition efforts. This Agreement defines the exact number and costs of the streetlights and the timeline of the acquisition process. In order to finalize the acquisition process, each interested WRCOG member jurisdiction will need to enter into an Agreement with SCE that will then be approved by the CPUC. To assist its members with the Agreement piece of the transaction, WRCOG, its consultants, and Best Best & Krieger (BB&K) have reviewed and submitted questions, concerns, and issues regarding the template agreement to SCE. WRCOG is currently awaiting SCE's response to the comments. Once the Agreement is revised for the subregion, WRCOG will provide a copy to the jurisdictions for their additional review and comment. It is anticipated that this process will be completed within the next two months.

- F. Upon completion of the sale, SCE and the local jurisdiction will begin the transition of the streetlight from SCE to jurisdiction-owned streetlight. It is anticipated that this will begin in early 2017. The following

provides an update on the financing mechanism that will be used to complete this task.

Cash-flow meeting update: WRCOG staff has conducted streetlight cash flow meetings with the Cities of Eastvale, Hemet, Lake Elsinore, Menifee, Murrieta, Perris, San Jacinto, Wildomar, and with the Rubidoux and Jurupa Community Services Districts. Meetings with remaining jurisdictions are scheduled for July.

The purpose of the cash-flow meetings is to provide the jurisdictional staff (i.e., finance director, city manager, senior staff, etc.) with the financial information needed for staff to make a recommendation on whether to move forward with the Program. WRCOG has developed a feasibility model that includes a variety of financial sensitivities, including utility cost reduction, energy cost reductions, operations and maintenance costs (including pole knockdown replacement costs), debt service of ownership, and LED retrofit for each jurisdiction's streetlight system, and also includes a re-lamp reserve. The re-lamp reserve is a reserve that each jurisdiction can configure to set aside funds to ensure that in 15 years (when the LED streetlights begin to wear out) each jurisdiction will have funds to retrofit to the next generation of energy efficient street lighting, without negatively impacting the jurisdiction's general fund.

Regional testbed update: WRCOG is developing a Regional Streetlight Testbed demonstration area, scheduled to be ready for viewing in August 2016. Hosted by the City of Hemet, the Testbed will allow community stakeholders to experience and comment on a variety of LED technologies in a "real-life" context. Community stakeholders targeted include interested jurisdictional elected officials and staff, engineers, public safety personnel, community and environmental groups, and residents. The Testbed will include several LED lamp technologies and will be installed in the City of Hemet, which has a large number of City-owned streetlights that can be used as the site for a Testbed incorporating multiple land use types (residential, commercial, industrial, etc.).

Staff will coordinate tours for elected officials and staff in summer 2016. WRCOG will also release electronic surveys for those community stakeholders that participate in the Testbed to allow visitors to provide their input on the LED technologies. These community opinions will be used to assess preferences of the LED varieties and rank the selection of viable LED technologies for use of the Program. Additionally, the Testbed lamps will be marked with a designated pole tag to help the community stakeholders identify the 100+ LED lamps.

WRCOG is also developing a Testbed media kit that will include sample press releases, brochures and informational items, a "frequently asked questions" sheet, signage, social media language, and a map of the Testbed site. The Testbed media kit will be available for all jurisdictions to distribute to their community stakeholders in July 2016.

Prior WRCOG Action:

June 6, 2016: The WRCOG Executive Committee received report.

WRCOG Fiscal Impact:

Activities for the Regional Streetlight Program are included in the Agency's adopted Fiscal Year 2015/2016 and 2016/2017 year Budgets.

Attachment:

None.

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Western Riverside Council of Governments Planning Directors' Committee

Staff Report

Subject: WRCOG Water Quality Framework Study Update

Contact: Alexa Washburn, WRCOG Consultant, washburn@wrcog.cog.ca.us, (949) 394-7996

Date: July 14, 2016

Requested Action:

1. Receive and file.

WRCOG consultant, Alexa Washburn, will provide a verbal update on the Water Quality Framework Study.

Prior WRCOG Action:

None.

WRCOG Fiscal Impact:

This item is informational only; therefore there is no fiscal impact.

Attachment:

None.

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Western Riverside Council of Governments Planning Directors' Committee

Staff Report

Subject: WRCOG Committees Update

Contact: Jennifer Ward, Director of Government Relations, ward@wrcog.cog.ca.us, (951) 955-0186

Date: July 14, 2016

Requested Action:

1. Receive and file.
-

WRCOG staff will provide a verbal update on recent activities occurring at the following WRCOG standing Committee meetings. Upcoming meetings will take place on the dates listed below:

- **Executive Committee**
Next Meeting: Monday, August 1, 2016 at 2:00 p.m.
- **Technical Advisory Committee**
Next Meeting: Thursday, August 18, 2016, at 9:30 a.m.
- **Administration & Finance Committee**
Next Meeting: Wednesday, September 14, 2016 at 2:00 p.m.
- **Public Works Committee**
Next Meeting: Thursday, September 22, 2016, at 2:00 p.m.
- **Finance Directors' Committee**
Next Meeting: Thursday, September 22, 2016, at 10:00 a.m.

Prior WRCOG Action:

None.

WRCOG Fiscal Impact:

This item is informational only; therefore there is no fiscal impact.

Attachment:

1. WRCOG Executive Committee Recap: May 2, 2016.

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Item 5.I

WRCOG Committees Update

Attachment 1

WRCOG Executive Committee
Meeting Recap: May 2, 2016

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Western Riverside Council of Governments Executive Committee Meeting Recap May 2, 2016

HERO

- California HERO currently has 321 associate member jurisdictions and has completed over 45,600 projects in both the WRCOG and California HERO Program areas.
- Last month, leaders from the Executive Committee met with representatives from California and other interest groups, including the Department of Energy, in Washington, D.C. Topics discussed included successes and challenges of WRCOG's HERO Program, including anticipated guidance from FHA that could address lien position.
- The Executive Committee received an update on HERO's relationship with local realtors and announced that a working group is being formed, comprised of realtors, WRCOG staff, and representatives from Renovate America. The first meeting will take place this month.
- Staff also provided a comprehensive overview of the Consumer Protections in place to assist property owners at any time during their participation in HERO: from the application process, to HERO real estate transactions, and assessment payoff.
- New improvements to the HERO Program include approving all marketing materials that contain the HERO logo and calling all property owners to confirm their terms and understanding of HERO. WRCOG continues to work closely with stakeholders to ensure that property owners are receiving the best customer service and protections available.

Homelessness in Riverside County

- Lisa Shriner from the Riverside County Department of Public Social Services provided an overview of the outreach and activities that the County is using to combat homelessness.

WRCOG Agency Draft Budget for FY 2016/2017

- The draft Agency budget was presented to the Executive Committee for review. It will be reviewed by the Administration & Finance Committee, Technical Advisory Committee, Finance Directors' Committee, and the Executive Committee a second time before adoption by the General Assembly on June 23, 2016.
- The Agency's anticipated revenue is \$61.5 million against \$59.9 million in projected expenditures, leaving the budget balanced with an additional \$1.6 million in revenue over expenditures.

Nominations for WRCOG Chair, Vice-Chair, and 2nd Vice-Chair positions for FY 2016/2017

- The Administration & Finance Committee is the nominating Committee for WRCOG's Executive Committee leadership positions. Its recommendations were accepted by the Executive Committee, and the final vote will take place at the General Assembly on June 23, 2016.

Nominations for leadership positions include the following:

- Chair: Ben Benoit, Councilmember, City of Wildomar
- Vice-Chair: Debbie Franklin, Councilmember, City of Banning
- 2nd Vice-Chair: Chuck Washington, Supervisor, County of Riverside, District 3

TUMF (Transportation Uniform Mitigation Fee) Update

- Staff expects to release the draft 2016 TUMF Nexus Study this summer and will bring the final study to the Executive Committee this winter. Pending approval, the updated TUMF schedule would take effect in July 2017.
- The Fee Analysis Study is underway and will include multiple types of development projects in the subregion and surrounding areas including San Bernardino, San Diego, and Orange County cities. The study is expected to be completed in summer 2016.

Active Transportation Plan

- WRCOG will host six Bicycle and Pedestrian Safety Education workshops in Riverside and in Moreno Valley as part of its development of an Active Transportation Plan for Western Riverside County. To register, please visit www.rcccommunityed.com and sign up for the "Bicycle Training" course. For more information, please email ccmtty.ed@rccd.edu.

25th Anniversary General Assembly & Leadership Address

- **WRCOG's 25th Annual General Assembly is set for Thursday, June 23, 2016**, at the Morongo Casino, Resort & Spa. Former Australian Prime Minister Julia Gillard, who served in the position from 2010-2013, will be the keynote speaker. Tickets and sponsorships are still available, but the event is selling out fast!!

Awards

- The TUMF Program will receive the **2016 SCAG Sustainability Award for Achievement in Integrated Land Use and Transportation** at the SCAG General Assembly on May 5, 2016.
- On May 19, 2016, the American Planning Association's Inland Empire Section will present WRCOG with several awards: the **Best Practices Award** for WRCOG's Land Use, Transportation & Water Quality Framework, the award for **Best Project Implementation** for the Transportation Uniform Mitigation Fee Program, and the award for the **Planning Advocate – Elected Official** to WRCOG Chair Brian Tisdale.

Other Events & Activities

- WRCOG is hosting the 7th Annual Statewide Energy Efficiency Forum on June 15 and 16, 2016, at the Riverside Convention Center. Staff and elected officials from WRCOG member agencies are encouraged to attend. A Local Energy Policymakers / Elected Officials Dinner Forum will be held on June 15, 2016, from 6:30 p.m. – 8:30 p.m.
- WRCOG will host a public engagement workshop for elected officials and staff titled “The Vital Leadership Skill in Difficult Times” on Wednesday, June 1, 2016, from 9:00 a.m. – 1:00 p.m. The session will be facilitated by Pete Peterson, Dean of the School of Public Policy at Pepperdine University. Please contact Rebekah Manning at manning@wrcog.cog.ca.us for more information or to register. (Flyer attached.)

PUBLIC ENGAGEMENT

The Vital Leadership Skill in Difficult Times



Here's what attendees are saying:

- "Great ideas and strategies for us to consider back home."
- "Very useful information, topical and innovative thoughts."
- "Very good program...well presented!"
- "Big impact — awesome stories!"



As California's cities, regions, and school districts face unprecedented decisions on issues ranging from budgets to land use, a growing number of public leaders are finding new ways at arriving at policy solutions—more participatory and transparent. Previously, these conclusions were reached through bargaining at the "stakeholder" level, but the size and scope of today's budget deficits and longstanding planning battles, are pushing some leaders to "look out" to their residents rather than "look in" to their own capabilities. This can be a nervous undertaking, but managed effectively, public involvement on important decisions can lead to more creative, acceptable solutions.



In this practical and participatory half-day seminar, you will learn:

- ✓ The "Civic Engagement Spectrum": From "informing" to "involving" your residents
- ✓ When your city, region, or school district is ready to engage the public
- ✓ How your "Purpose Determines Process"

Who Should Attend?

City staff (City Managers, Planners, etc.), elected officials (Mayors, Council Members), school district leaders (Supes, School Board Members), county/regional officials and staff

DATE: Wednesday, June 1

TIME: 9:00 AM – 1:00 PM
(includes lunch)

PLACE: City of Temecula Conference Center
4100 Main St.
Temecula, CA 92590

COST: \$30 (lunch included)
payable to "WRCOG"

REGISTER: Rebekah Manning of WRCOG
(951)955-8311 manning@wrcog.ca.us

Facilitators: Ed Everett:



Ed Everett is a Sr. Fellow, Civic Engagement Practice at the Davenport Institute. He is the recently-retired city manager of Redwood City, where he held the position since 1992. Prior to that, he served as city manager of Belmont, assistant county manager for Washoe County, Nevada, and program analyst/fire chief for the City of Palo Alto. After obtaining a degree in economics from U.C. Davis and a graduate degree in urban affairs from Princeton University's Woodrow Wilson School, Ed gained valuable experience during several years as a VISTA volunteer. While overseeing what some call the renaissance of Redwood City, he focused a great deal of research and study on the concept of "community building" — what makes a real community.

Pete Peterson:



Pete Peterson is dean of Pepperdine's School of Public Policy and a Sr. Fellow of the Davenport Institute for Public Engagement. The Institute promotes and supports citizen engagement throughout the state. Pete served as the Institute's founding Executive Director, initiating the annual Citi-zen Engagement Grant Program, which has offered over \$250,000 in grants to over 40 municipalities, school districts, and civic organizations across the state, supporting their efforts to involve citizens in important policy decisions. He consults on several of these campaigns. He has trained over 1,000 public sector leaders in public engagement in the past 5 years. Pete earned his Masters in Public Policy from Pepperdine. He was also a Public Affairs Fellow at The Hoover Institution in 2006.

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