



Western Riverside Council of Governments Finance Directors' Committee

AGENDA

**Thursday, January 26, 2017
10:00 a.m.**

**County of Riverside Administrative Center
4080 Lemon Street
3rd Floor, Conference Room A
Riverside, CA, 92501**

PLEASE NOTE NEW LOCATION

In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in the Finance Directors' Committee meeting, please contact WRCOG at (951) 955-8311. 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 Finance Directors' Committee may take any action on any item listed on the agenda, regardless of the Requested Action.

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

At this time members of the public can address the Finance 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 September 22, 2016, Finance Directors' Committee meeting are available for consideration. P. 1

Requested Action: 1. Approve Summary Minutes from the September 22, 2016, Finance Directors' Committee meeting.

- B. Financial Report Summary through December 2016 Ernie Reyna P. 7

Requested Action: 1. Receive and file.

- C. Finance Department Activities Update Ernie Reyna P. 13

Requested Action: 1. Receive and file.

5. REPORTS/DISCUSSION

- A. Regional Streetlight Program Activities Update Tyler Masters, WRCOG P. 15

Requested Action: 1. Receive and file.

- B. Distribution of Round II BEYOND Allocations to Member Jurisdictions Andrea Howard, WRCOG P. 19

Requested Action: 1. Receive and file.

- C. Update to Fiscal Year 2015/2016 Comprehensive Annual Financial Report Ernie Reyna, WRCOG P. 35

Requested Action: 1. Receive and file.

- D. Finance Directors' Committee Meeting Schedule for 2017 Ernie Reyna, WRCOG P. 37

Requested Action: 1. Approve the Schedule of Finance Directors' Committee meetings for 2017.

6. ITEMS FOR FUTURE AGENDAS *Members*

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

7. GENERAL ANNOUNCEMENTS *Members*

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

8. NEXT MEETING: The next Finance Directors' Committee meeting is scheduled for Thursday, March 23, 2017, at 10:00 a.m., County of Riverside Administrative Center, 4080 Lemon Street, 3rd Floor in Conference Room A.

9. ADJOURNMENT

1. CALL TO ORDER

The meeting of the Finance Directors' Committee (Committee) was called to order at 10:04 a.m. by James Riley at the County Administrative Center, 5th Floor in Conference Room C.

2. SELF INTRODUCTIONS

Members present:

Michelle Green, City of Banning
Patricia Song, City of Corona (10:08 a.m. arrival)
James Riley, Cities of Eastvale and Wildomar
Jessica Hurst, City of Hemet
Susan Olmstead-Bowen, City of Jurupa Valley
Bruce Foltz, City of Menifee
Marshall Eyerman, City of Moreno Valley (10:08 a.m. arrival)
Thomas Prill, City of San Jacinto
Matthew Schenk, March Joint Powers Authority (10:18 a.m. arrival)

Staff present:

Ernie Reyna, Chief Financial Officer
Jennifer Ward, Director of Governmental Relations
Christopher Gray, Director of Transportation
Andrew Ruiz, Program Manager
Lupe Lotman, Executive Assistant

Guests present:

Isabel Safie, Best Best & Krieger
Roger Crawford, Best Best & Krieger

3. PUBLIC COMMENTS

There were no public comments.

4. CONSENT CALENDAR – (Hurst/Green) 7 yes; 0 no; 0 abstention. *Items 4.A through 4.C were approved by the Committee as a whole. The Cities of Calimesa, Canyon Lake, Corona, Lake Elsinore, Moreno Valley, Murrieta, Norco, Perris, Riverside, Temecula, the County of Riverside, the Eastern Municipal Water District, the Western Municipal Water District, the March Joint Powers Authority, the Morongo Band of Mission Indians, and the Riverside County Superintendent of Schools were not present.*

A. Summary Minutes from the July 28, 2016, WRCOG Finance Directors' Committee meeting.

Action: 1. Approved Summary Minutes from the July 28, 2016, WRCOG Finance Directors' Committee meeting.

B. WRCOG Financial Report Summary through August 2016

Action: 1. Received and filed.

C. WRCOG Finance Department Activities Update

Action: 1. *Received and filed.*

5. REPORTS/DISCUSSION

A. Distribution of Fiscal Year 2015/2016 Agency Carryover Funds

Jennifer Ward reported that in conclusion of Fiscal Year (FY) 2014/2015, the agency allocated a total of \$3.3 million in carryover funds. The various WRCOG Committees were asked for direction on how to allocate those carryover funds. In June 2015, the Executive Committee approved the allocation of \$400K towards agency reserves, \$1.8 million towards the BEYOND Framework Fund, and the remaining \$1.1 million was allocated to WRCOG activities / other project(s).

In FY 2015/2016, WRCOG launched a Public Service Fellowship in partnership with the University of California, Riverside, and California Baptist University. 17 Fellows were assigned to local agencies who were interested in having a Fellow. Each Fellow is provided \$15/hour, not to exceed 960 working hours per year. Final expenditures for the pilot year have not yet been determined. At the conclusion of this pilot year, WRCOG will determine how to allocate funds and at what amount for the next round.

The BEYOND Framework Fund is broken down by member agency. Each member agency received a guarantee amount of funding that supports projects in the economic development and sustainability areas. The first round was divided by three tiers of population.

At the conclusion of FY 2015/2016, the agency carryover funds totaled \$4.3 million. On June 24, 2016, the Executive Committee approved the following categories: 1) \$400K contribution towards WRCOG reserves; 2) \$2.0 million toward BEYOND Round II; 3) \$100K to support Healthy Communities Activities; 4) \$700K for WRCOG activities; and 5) \$1.1 million towards funding for regional or other projects.

The Executive Committee approved and allocated \$2.0 million for the BEYOND Round II. There is \$1.8 million available in total for all agencies. \$200K is being "set aside" for collaboration incentives to encourage jurisdictions to partner on subregional projects. Items that are still under discussion are how to allocate the \$1.8 million and the method and formula to use for distributing the \$200K collaboration that is set aside.

An Ad Hoc Committee was convened to discuss formula options for the breakdown of funds. The Ad Hoc Committee and the Administration & Finance Committee recommended using the same formula as Round I, using the base amount for three population tiers. The second recommendation was to use more tiers (i.e., option nine to use a fixed base plus HERO projects.)

Chairman Riley asked when a decision will be made on which formula will be used.

Ms. Ward replied that in October, the Administration & Finance Committee will review Options 1, 2, and 8, and provide a recommendation for approval by the Executive Committee in November. Two of the BEYOND Programs will likely be rolled out at the beginning of 2017.

Committee member Susan Olmstead-Bowen indicated that the City of Jurupa Valley loves this Program. The Chamber of Commerce has received speaking equipment and it has been a great Program for the City.

Ms. Ward indicated that at the end of Round I, WRCOG will put together a report on all of the projects.

Another set-aside of \$100K is for Healthy Communities initiatives. This set-aside can be used for a Farmers Market, a local health plan or anything related to health. There will be a cap of up to 10 jurisdictions on a first-come first-serve basis.

Chairman Riley asked if the funds are available now to the cities or at a certain point in time.

Ms. Ward indicated that the method for allocating the funds is still under discussion. Internally, WRCOG is determining if it makes sense to tie this to the BEYOND Program or keep separate. There will be a discussion and direction at the October Administration & Finance Committee.

Ernie Reyna indicated that the funds are currently there and available; it is just a matter of how to allocate.

Ms. Ward indicated that all committees will be notified when the funds are available, and will provide the committee with additional backup / options / details on BEYOND for any jurisdictional feedback.

The remaining \$1.1 million was discussed by the Ad Hoc Committee, Technical Advisory Committee, and Administration & Finance Committee, to include a discussion on reserves. The Ad Hoc Committee asked to put \$250K of the \$1.1 million into a regional economic development plan and branding effort for Western Riverside County. There was a request to develop an economic working group composed of members from the jurisdictions. Announcements and more details are to come in the next couple of months.

The remaining \$850K was requested to be placed into reserves, but can be used towards an initiative that WRCOG is interested in such as developing a demonstration center to showcase all of the work that has been accomplished.

Chairman Riley asked if the carryover funds are all from the HERO Program.

Mr. Reyna replied that yes, they are from HERO net revenues.

The \$700K that is set aside for WRCOG activities will be used, upon approval by the Executive Committee, for projects such as the water quality framework for regional stormwater management and services for grant writing.

Christopher Gray indicated that the grant writing might turn into something larger. Some people write grants and others have grants written for them and it is found out that having grants written for them is most successful.

Action: 1. *Received and filed.*

B. TUMF Financial and Programming Review

Christopher Gray reported that the TUMF Program is a regional traffic mitigation program that WRCOG administers. The way the Program works is the cities collect funds as building permits are issued on new development.

Last year \$44 million was collected. Approximately \$20 million will be given back to the cities for programming next year on TUMF projects.

Overall, the City of Corona had the highest collection of TUMF due to development, with the least amount of activity occurring in the Pass area.

WRCOG is going through a process with its Public Works Committee to identify approved projects to be funded. There is approximately \$60 million available for TUMF programming over the next five years amongst the six Zones. WRCOG is still in the process of updating the TUMF Nexus Study, therefore wanted to provide the cities flexibility in how they program projects.

Project adjustment worksheets and draft TIPs will be emailed to the Zone TAC members in October 2016. Zone TAC meetings will be held in October / November 2016 to prioritize their projects. In November / December 2016 the Zone Committee will be asked to make a final determination.

WRCOG is doing everything it can to process reimbursements (payments) as quickly as possible. If any jurisdiction feels the process is taking too long, to please inform WRCOG. Additional consultants have been hired to assist with invoices.

Lastly, an analysis has been done that has tracked TUMF monies and roughly \$300 to \$400 million has been distributed to cities for projects that have been built. A photo of the Magnolia Grade Separation ribbon cutting was shown. TUMF pays for 30% to 40% of most transportation projects.

Action: 1. *Received and filed.*

C. Five-Year Expenditure Report

Christopher Gray reported that WRCOG has completed a TUMF Program 5-Year Expenditure Report. A consultant, Paul Rodriguez of Rodriguez Consulting Group (RCG), was hired to complete the study. The State of California mandates that every five years WRCOG has to demonstrate how TUMF monies are being spent and what it is being spent on. The last expenditure report was completed in 2009 and the consultant concluded that WRCOG is meeting its state requirements. \$170 million in revenues was collected since the last report. The first couple of years of the TUMF Program were all single-family residential with Industrial being a large component. WRCOG is trying to spend down the TUMF as the funds are allocated to projects. RCG recommended to WRCOG the following: 1) for WRCOG to be more consistent with its reporting with all partners; 2) to encourage a timely use of programmed funds; 3) to monitor the balance; 4) to clarify projects; and 5) to develop a Capital Improvement Program with the Western Riverside County Regional Conservation Authority.

D. The Implications of Flores vs. Gabriel

Isabel Safie reported on the recent court ruling of Flores versus San Gabriel, outlining the new guidelines that indicate how cash-in-lieu of benefit payments need to be included when calculating overtime. What is significant about the case is it changes the landscape on not only what is deemed compensation for the purposed calculation of overtime pay for nonexempt employees, but on how employers view the utility of flexible benefit plans. Currently, the Fair Labor Standards Act (FLSA) on overtime basically indicates that nonexempt employees must receive compensation for all hours worked in excess of the FLSA overtime threshold at a rate of 1.5 times the regular rate of pay. Regular rate of pay is all remuneration for employment paid to, or on behalf of, the employee with a series of exemptions under the FLSA.

Roger Crawford indicated that the regular rate is not always the same and can indeed be the same amount as the straight time rate. There are extra benefits for compensation for items such as speaking another language that must be included in the regular rate. Everything is included, unless it falls under one of the FLSA exceptions.

Ms. Safie indicated that based on the light of this case, employers have to think carefully on what to exclude from the real compensation because there are significant liabilities beyond just the overtime calculations associated with it.

The consequences of the case are that it provided a private cause of action for employees to seek unpaid wages owed to them. There is a two-year Statute of Limitations (SOL) for a claim unless the employer's violation was willful, then there is an extra one-year imposed. If an employer violates overtime willfully, in addition to the overtime pay, the employer is responsible for an equal amount of damages. It provides a defense to damages for an employer who establishes that it acted in good faith and had reasonable grounds to believe its actions did not violate the FLSA.

There were two determination holdings: Cash-in-lieu and Bona Fide Plan. Cash-in-lieu payments must be included in the regular rate of pay for the purpose of calculating overtime payments pursuant to the FLSA. If a flexible benefit plan is not a bona fide plan under the FLSA, then all employer contributions under the plan are included in the regular rate of pay for purposes of calculating overtime pay.

This affects all employers regardless of size or industry with nonexempt employees that work FLSA overtime hours and that provide cash-in-lieu or opt-out payments to employees as part of a benefit arrangement (e.g., Section 125 Plan, Cafeteria Plan, or Flexible Benefit Plan).

A Cash-in-lieu plan is offered under Section 125 in order to satisfy the taxable benefit requirement. Two primary purposes to offer cash-in-lieu is to provide an incentive to waive costlier health coverage or as a mechanism to ensure that employees get the full value of the employer allowance whether allocated to benefits or taken as cash.

Under the 457 rules, an employee has to make an election before they earn income subject to that election. An employee can make an election to the cafeteria plan choosing cash and then separately making a deferred compensation election.

There is a big misconception with cafeteria plans, that cash-in-lieu has to be offered but it is not a requirement. A taxable benefit is what has to be offered. For example, Aflac is deemed a taxable requirement and accepted to the FLSA.

Bona Fide Plan requirements are: 1) the plan must be adopted by the employer and communicated to the employees; 2) the primary purpose is for health benefits; 3) it must be clear what is being provided to the employees; 4) the employer's contributions must be paid irrevocably to a trustee or third party pursuant to trust or agreement; and 5) if cash is provided, it must be "incidental."

According to the 2003 Department of Labor opinion letter, the cash-in-lieu benefits are "incidental" if they account for no more than 20% of the employer's total contribution amount. The court found the Department of Labor's reasoning unpersuasive and inadequately reasoned. The plan was not bona fide because 40% or more of the city's total contributions were paid in cash rather than received as benefits. Therefore, the city's payment to trustees or third parties were not excludable under section 207e(4).

Committee member Michelle Green asked if "total" means plan-wide or on an employee basis.

Ms. Safie replied that the court ruled plan-wide total for all benefits, not per employee.

Damages, in addition to the overtime pay, include liquidated damages and extension of SOL due to willful violation of the FLSA rules.

The Flores ruling only applies to FLSA overtime.

BB&K's position is, as of June 2, 2016, that all cash-in-lieu payments need to be included in the calculation of regular rate of pay for purposes of calculating overtime pay.

Committee member Susan Olmstead-Bowen asked if agencies are eliminating this benefit, and if they are paying for health insurance but no cash-in-lieu.

Ms. Safie replied that it is too early to tell.

Mr. Crawford indicated that it is going to be tough to eliminate cash-in-lieu. Employers are going to be questioning whether or not the cash-in-lieu is something they really want to be providing.

On the Bona Fide Plan analysis, the agency's plan must confirm it meets the FLSA Bona Fide requirements and the Code Section 125 rule. To calculate the ratio, divide the total cash-in-lieu payments by the total employer contributions.

To calculate the amount of cash-in-lieu payment attributed to the pay period where overtime was worked, use the monthly cash-in-lieu times 12 months / 52 weeks.

A calculation of the regular rate would be (weekly hours worked times hourly rate) + (weekly cash-in-lieu payment) / weekly hours worked.

In conclusion, ensure your agency is complying going forward, evaluate retroactive liability, but consult with labor counsel, consider whether incidental ration can be adjusted, determine alternative soft cash-in-lieu, and review policies and coding.

Action: 1. *Received and filed.*

6. ITEMS FOR FUTURE AGENDAS

Ernie Reyna mentioned that the net HERO revenues distribution will be an item for discussion on a future agenda.

7. GENERAL ANNOUNCEMENTS

Ernie Reyna announced that this Committee's next scheduled meeting is on Thursday, November 24, 2016, which falls on the Thanksgiving holiday. Therefore, Mr. Reyna asked the Committee members if they would like to reschedule one week after, to Thursday, December 1, 2016, instead. The Committee members agreed with the date change.

Mr. Reyna indicated that in order to establish a quorum, eight Committee members are required to be present for voting items on the agenda. If a member is unable to make the meeting, an alternate voting member may be designated, and WRCOG must be informed of who that individual is.

8. NEXT MEETING

The next Finance Directors' Committee meeting is scheduled for Thursday, December 1, 2016, at 10:00 a.m., in the County Administrative Center, 3rd Floor, Conference Room "A" in Riverside.

9. ADJOURNMENT

The meeting of the Finance Directors' Committee meeting adjourned at 12:00 p.m.



Western Riverside Council of Governments Finance Directors' Committee

Staff Report

Subject: Financial Report Summary through December 2016

Contact: Ernie Reyna, Chief Financial Officer, reyna@wrcog.cog.ca.us, (951) 955-8432

Date: January 26, 2017

The purpose of this item is to provide a monthly summary of WRCOG's financial statements in the form of combined Agency revenues and costs.

Requested Action:

1. Receive and file.
-

Attached for Committee review is the Financial Report Summary through December 2016.

Prior Action:

September 22, 2016: The Finance Director's Committee received report.

Fiscal Impact:

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

Attachment:

1. Financial Report Summary – December 2016.

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Item 4.B

Financial Report Summary through
December 2016

Attachment 1

Financial Report Summary –
December 2016

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Western Riverside Council of Governments
Monthly Budget to Actuals
For the Month Ending December 31, 2016

		Approved 6/30/2017 Budget	Thru 12/31/2016 Actual	Remaining 6/30/2017 Budget
Revenues				
40001	Member Dues	309,410	306,410	3,000
42001	Other Revenue	-	15	(15)
42004	General Assembly	300,000	5,000	295,000
40601	WRCOG HERO	1,963,735	726,327	1,237,409
40602	SCE Phase II	57,000		57,000
40604	CA HERO	7,615,461	3,490,796	4,124,665
40605	The Gas Company Partnership	62,000	31,398	30,602
40606	SCE WRELP	-	51,108	(51,108)
40607	WRCOG HERO Commercial	27,500	11,384	16,116
40609	SCE Phase III	-	10,634	(10,634)
40611	WRCOG HERO Recording Revenue	335,555	166,075	169,480
40612	CA HERO Recording Revenue	1,301,300	733,705	567,595
40614	Active Transportation	200,000	50,254	149,746
41201	Solid Waste	107,915	98,415	9,500
41401	Used Oil Opportunity Grants	250,000	264,320	(14,320)
41402	Air Quality-Clean Cities	139,500	128,000	11,500
41701	LTF	692,000	701,250	(9,250)
43001	Commercial/Service - Admin (4%)	37,074	31,492	5,582
43002	Retail - Admin (4%)	142,224	51,428	90,796
43003	Industrial - Admin (4%)	128,446	68,843	59,603
43004	Residential/Multi/Single - Admin (4%)	1,067,271	374,451	692,820
43005	Multi-Family - Admin (4%)	224,983	21,185	203,798
43001	Commercial/Service	889,786	756,087	133,698
43002	Retail	3,413,375	1,234,273	2,179,102
43003	Industrial	3,082,710	1,652,230	1,430,480
43004	Residential/Multi/Single	25,614,514	8,986,547	16,627,967
43005	Multi-Family	5,399,595	508,450	4,891,146
	Total Revenues	61,125,676	20,460,078	40,665,598
Expenditures				
Wages and Benefits				
60001	Wages & Salaries	1,981,159	1,161,465	819,694
61000	Fringe Benefits	579,477	364,290	215,187
	Total Wages and Benefits	2,620,636	1,525,754	1,094,882
General Operations				
63000	Overhead Allocation	1,518,136	759,068	759,068
65101	General Legal Services	410,673	386,565	24,108
65401	Audit Fees	25,000	10,300	14,700
65505	Bank Fees	25,500	7,904	17,596
65507	Commissioners Per Diem	46,500	26,850	19,650
73001	Office Lease	145,000	79,389	65,611
73003	WRCOG Auto Fuels Expense	178	329	(151)
73004	WRCOG Auto Maint Expense	16	33	(17)
73102	Parking Validations	3,650	2,835	815
73104	Staff Recognition	1,200	632	568
73107	Event Support	181,888	72,049	109,839
73108	General Supplies	20,833	8,683	12,150
73109	Computer Supplies	7,925	3,416	4,509
73110	Computer Software	13,705	21,388	(7,683)
73111	Rent/Lease Equipment	25,000	18,544	6,456
73113	Membership Dues	40,600	8,300	32,300
73114	Subscriptions/Publications	8,283	16,169	(7,886)
73115	Meeting Support/Services	14,098	4,935	9,163
73116	Postage	5,653	1,776	3,877
73117	Other Household Expenditures	2,354	2,813	(459)
73118	COG Partnership Agreement	40,000	10,254	29,746
73122	Computer Hardware	4,000	337	3,663
73126	EV Charging Equipment	-	49,605	(49,605)
73201	Communications-Regular	2,000	420	1,580
73203	Communications-Long Distance	1,200	114	1,086
73204	Communications-Cellular	11,186	5,619	5,567
73206	Communications-Comp Sv	17,000	36,486	(19,486)
73209	Communications-Web Site	15,600	627	14,973
73301	Equipment Maintenance - General	7,070	6,464	606
73302	Equipment Maintenance - Computers	3,267	10,188	(6,921)
73405	Insurance - General/Business Liason	63,520	73,020	(9,500)
73407	WRCOG Auto Insurance	345	1,570	(1,225)
73502	County RCIT	2,500	545	1,955
73506	CA HERO Recording Fee	1,636,855	788,816	848,039
73601	Seminars/Conferences	25,013	7,383	17,631
73605	General Assembly	300,000	1,822	298,178
73611	Travel - Mileage Reimbursement	21,252	8,841	12,411
73612	Travel - Ground Transportation	8,779	1,791	6,988
73613	Travel - Airfare	22,000	6,993	15,007
73620	Lodging	19,550	5,413	14,137
73630	Meals	10,091	4,624	5,467
73640	Other Incidentals	14,164	5,932	8,232
73650	Training	14,200	40	14,160
73703	Supplies/Materials	45,700	300	45,400
73706	Radio & TV Ads	44,853	34,683	10,170
XXXXX	TUMF Projects	38,399,980	18,957,329	19,442,651
85101	Consulting Labor	3,528,328	1,514,922	2,013,406
85102	Consulting Expenses	245,000	2,889	242,111
85180	BEYOND Expenditures	2,023,000	167,029	1,855,971
90101	Computer Equipment/Software	31,500	19,742	11,758
	Total General Operations	49,225,890	22,523,216	26,070,118
Total Expenditures		51,846,526	24,048,970	27,164,999

Ernie Reyes

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Western Riverside Council of Governments

Finance Directors' Committee

Staff Report

Subject: Finance Department Activities Update

Contact: Ernie Reyna, Chief Financial Officer, reyna@wrcog.coq.ca.us, (951) 955-8432

Date: January 26, 2017

The purpose of this item is to provide an update on the interim WRCOG audit of Fiscal Year 2015/2016, which should result in a final Comprehensive Annual Financial Report issued in January 2017. This report also provides an update on agency budget amendments, and an update on the annual TUMF Audit for 2015/2016.

Requested Action:

1. Receive and file.
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Financial Audit

Financial auditors from Vavrinek, Trine, Day, & Co., conducted their interim audit work for Fiscal Year (FY) 2015/2016 at the end of July 2016. The auditors worked with WRCOG staff to begin the process of reviewing the financial ledgers, and returned during the week of September 26, 2016, to conduct final fieldwork. The process of creating the year end financials has begun, and it is anticipated that the audit will conclude in January 2017, with the final Comprehensive Annual Financial Report being issued shortly thereafter. It is anticipated that the Finance Directors Committee will receive an update on the audit and financial statements at its January 26, 2017, meeting.

Budget Amendment

December 31, 2016, marked the end of the second quarter of FY 2016/2017, and the Administration & Finance Committee was presented with a budget amendment at its January 11, 2017, meeting. The Technical Advisory Committee was also presented with the amendment report at its January 19, 2017, meeting. The Executive Committee will consider the amendment report at its February 6, 2017, meeting.

Annual TUMF Audit for FY 2015/2016

Staff has completed the TUMF audits of each jurisdiction and the final reports will be issued in January or February of 2017. The TUMF audits allow staff to ensure that member agencies are correctly calculating and remitting TUMF funds in compliance with the TUMF Program.

Prior Action:

January 11, 2017: The Administration & Finance Committee received report.

Fiscal Impact:

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

Attachment:

None.



Western Riverside Council of Governments

Finance Directors' Committee

Staff Report

Subject: Regional Streetlight Program Activities Update

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

Date: January 26, 2017

The purpose of this item is to provide the Committee with an update on the Streetlight City Council Presentations and the next steps that member jurisdictions are taking in the Program. Along with information, WRCOG staff is working with the City of Hemet and the Riverside Transit Agency (RTA) to provide an additional tour in January 2017.

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.

Background

At the direction of the 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 Program is to provide cost-efficiencies for local jurisdictions through the purchase, retrofit, and maintain the streetlights within jurisdictional boundaries, without the need of additional jurisdictional resources. As a regional Program, WRCOG is working with 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.

City Council Presentations

To support the education of the Regional Streetlight Program, staff has provided the following nine City Council Study Session, Council Members briefings, and City Commission presentations, in addition to over 25 WRCOG Committee update presentations and City-specific cash flow meetings:

July 12, 2016: Hemet City Council Presentation
 July 13, 2016: Eastvale City Council Presentation
 October 18, 2016: Murrieta City Council Study Session Presentation
 November 9, 2016: Wildomar City Council Presentation
 November 16, 2016: Lake Elsinore Public Safety / Traffic Advisory Commission Presentation
 December 7 & 15, 2016: Lake Elsinore Council Member briefings
 December 13, 2016: Temecula City Council Presentation
 January 4, 2017: Menifee City Council Presentation

Next Steps: WRCOG staff has been working with both participating member jurisdictions and SCE to assess the feasibility of, and support jurisdictions through the acquisition processes to transition current SCE-owned streetlights to jurisdictional ownership. After assessing feasibility of acquiring its streetlights from SCE, one of the next major steps in order to complete the acquisition process is for each interested jurisdiction and SCE to mutually agree on a Purchase and Sales Agreement. The Sales Agreement would then need to be taken to City Council for approval. Several WRCOG cities have scheduled City Council meetings to request the approval of their Sales Agreement:

January 24, 2017: City of Lake Elsinore - Anticipated City Council decision
 February 1, 2017: City of Menifee - Anticipated City Council decision
 February 7, 2017: City of San Jacinto - City Council presentation and potential decision
 February 14, 2017: City of Hemet - Council Study Session followed by potential February decision
 February 2017: City of Murrieta - Anticipated City Council decision
 February 2017: City of Temecula - Anticipated City Council decision
 February 2017: City of Wildomar - Anticipated City Council decision

Upon jurisdiction approval of the Sales Agreement, SCE will then submit the Sales Agreement to the California Public Utilities Commission (CPUC) for final approval before the transfer of streetlights can occur. Dependent upon the monetary size indicated in the Sales Agreement, the CPUC could take anywhere between two to six months to approve.

Below is an example of a timeline showing the next steps that will be taken by a WRCOG member jurisdiction during 2017:

Jurisdiction	Received SCE evaluation	Participating in regional program	Reviewed SCE Sales Contract	Council Action on SCE Sales Contract	Selecting financing options	Anticipated CPUC application	Anticipated CPUC approval	Anticipated Retrofit
Calimesa	12/15/15	Yes	In Process	TBD	TBD	TBD	TBD	TBD
Corona	No	No	The City already owns most of the streetlights in their City Boundaries					
Eastvale	12/15/15	Yes	In Process	TBD	TBD	TBD	TBD	TBD
Hemet	1/20/16	Yes	Yes	Feb. 2017	TBD	May 2017	Aug. 2017	Sept. 2017
Jurupa Valley	2/26/16	Yes	Assessing feasibility	Assessing feasibility	TBD	TBD	TBD	TBD
Lake Elsinore	9/28/15	Yes	Yes	1/24/17	TBD	April 2017	July 2017	Aug. 2017

Menifee	1/8/16	Yes	Yes	2/1/17	TBD	May 2017	Aug. 2017	Sept. 2017
Murrieta	10/23/15	Yes	In Process	Feb. 2017	TBD	May 2017	Nov. 2017	Dec. 2017
Norco	3/14/16	Yes	Assessing feasibility	Assessing feasibility	TBD	TBD	TBD	TBD
Perris	1/19/16	Yes	In Process	Assessing feasibility	TBD	TBD	TBD	TBD
San Jacinto	1/21/16	Yes	In Process	2/7/17	TBD	May 2017	Aug. 2017	Sept. 2017
Temecula	9/28/16	Yes	Yes	Feb. 2017	TBD	May 2017	Nov. 2017	Dec. 2017
Wildomar	1/19/16	Yes	In Process	Feb. 2017	TBD	May 2017	Aug. 2017	Sept. 2017
County of Riverside	3/16/16	Yes	Assessing feasibility	Assessing feasibility	TBD	TBD	TBD	TBD
JCSD	12/15/16	Yes	Assessing feasibility	Assessing feasibility	TBD	TBD	TBD	TBD
RCSD	2/26/16	No	RCSD will support the City of Jurupa Valley if they choose to participate in the Regional Program					

Staff continues to schedule meetings with the remaining member cities to work with SCE on the finalization of the Sales Agreement and assist WRCOG member cities at City Council meetings for decision on the Sales Agreement. If interested in discussing where your jurisdiction is in the process or and what the next steps are, please contact Tyler Masters, Program Manager, at (951) 955-8378 or masters@wrcog.cog.ca.us.

Demonstration Area Tour Update: In Partnership with the City of Hemet, WRCOG has installed a variety of LED streetlights from different vendors in five Demonstration Areas in the City. These five Demonstration Areas represent different street and land use types, from school, residential, and commercial areas, to low, medium, and high traffic street areas. 12 outdoor lighting manufacturers are participating in these Demonstration Areas.

Input from local government officials, public safety staff, health experts, residents, business owners, and other community stakeholders is important before moving forward with a plan to upgrade streetlights in the subregion. With support from RTA, WRCOG was able to provide guided educational bus tours of the five Demonstration Areas for participants:

- November 10, 2016, at 5:30 p.m.
- November 14, 2016, at 5:30 p.m.
- November 29, 2016, at 5:30 p.m.
- December 7, 2016, at 5:30 p.m.

Additionally, WRCOG is coordinating with the City of Hemet and RTA to host a 5th Regional Streetlight Demonstration Area Tour on January 30, 2017. This additional tour will be provided to interested attendees who were unable to attend the previous four tours or for any interested individuals that would like to participate on the tour for a second time. The tour will run from 5:30 p.m. – 8:00 p.m. and the start of the tour will commence at West Valley High School (3401 Mustang Way, Hemet, CA 92545). If interested in participating in the upcoming tour on January 30, 2017, please RSVP to Anthony Segura, Staff Analyst, at segura@wrcog.cog.ca.us or (951) 955-8389.

Prior Actions:

January 12, 2017: The Public Works Committee received report.
January 9, 2017: The Executive Committee received report.

Fiscal Impact:

Activities for the Regional Streetlight Program are included in the Agency's adopted Fiscal Year 2016/2017 Budget. The additional costs associated with this contract amendment in the amount of \$70,779 will be reflected in an upcoming Agency Budget Amendment.

Attachment:

None.



Western Riverside Council of Governments

Finance Directors' Committee

Staff Report

Subject: Distribution of Round II BEYOND Allocations to Member Jurisdictions

Contact: Andrea Howard, Staff Analyst, howard@wrcog.cog.ca.us, (951) 955-8515

Date: January 26, 2017

The purpose of this item is to introduce the approved funding allocation formula for the BEYOND Framework Fund – Round II and use for subsequent BEYOND funding rounds.

Requested Action:

1. Receive and file.

Background

The funding for BEYOND comes from WRCOG's Fiscal Year 2015/2016 Agency Carryover Funds, which are summarized below:

Agency Carryover Funds FY 16-17		
	Proposed on June 24, 2016	Proposed on January 9, 2017
Contribution to WRCOG Agency Reserves	\$ 400,000.00	\$ 1,047,083.00
BEYOND Framework Fund - Round II	\$ 1,800,000.00	\$ 2,052,917.00
BEYOND - Regional Collaboration Set Aside	\$ 200,000.00	\$ 175,000.00
BEYOND - Healthy Communities Set Aside	\$ 100,000.00	\$ 75,000.00
Funding for WRCOG Agency Activities	\$ 700,000.00	\$ 700,000.00
Funding for "regional project(s)"	\$ 1,100,000.00	-
Funding for Regional Economic Development Initiative	-	\$ 250,000.00
Total Funds Available	\$ 4,300,000.00	\$ 4,300,000.00

Challenges with BEYOND Framework Fund – Round I Allocation Formula

The Round I formula (approved in June 2015) was intended to provide a set amount of funding for each jurisdiction and recognize that while more populated jurisdictions have higher funding needs, the distribution of funds should not result in only a few jurisdictions receiving the majority of funding. While the formula achieved these goals, it has since been recognized that this method created significant inequities in how the funding was distributed across the WRCOG member agencies. As shown in Attachment 1, the Round I formula created clusters of jurisdictions within specific funding ranges, with large jumps in funding amounts as jurisdictions cross the established population tier thresholds.

For example, the City of Jurupa Valley has 8,394 fewer residents than the City of Murrieta, and was allocated \$51,183 less than the City of Murrieta. At the same time, the City of Jurupa Valley has 37,171 more residents than the City of Lake Elsinore, but was allocated only \$5,704 more than Lake Elsinore. Attachment 1

illustrates this issue as a visible discrepancy within and between each of the population tiers established by the Round I formula. Applying this same formula to Round II would result in similar inequities, in which the arbitrary population tier cut-offs result in significant impacts to jurisdictions' BEYOND allocations.

BEYOND Framework Fund – Round II Allocation Formula

After receiving direction from the Administration & Finance Committee to revisit the BEYOND allocation formula, staff presented this item to the Executive Committee for final determination.

The approved Round II formula applies a per-capita allocation that incrementally descends over six population tiers – meaning that the per capita allocation is greater for the first resident than for the last – resulting in a balanced distribution across jurisdictions. Under this option, as with the formula used in Round I, each member agency is guaranteed a specified amount of funding that can be used for a project, or multiple projects, which demonstrate consistency with any one (or more) of the WRCOG Sustainability Framework goal areas.

Under this option, the jurisdictions in the upper cusp of their Round I population tiers would experience a positive adjustment, while those jurisdictions in the lower range of a population tier would experience negative adjustments. Though the Executive Committee was explicit that the Round I allocation and BEYOND Program itself would not be guaranteed in the future, staff recognize that jurisdictions are anticipating a second round of comparable funding. In an effort to ease the transition from the Round I formula to Round II, the formula includes an increase of Round II BEYOND funding by \$252,917, bringing the total to \$2,052,917. The increase will minimize the number of jurisdictions who receive less funding in Round II than they did in Round I. With the increased total, only three jurisdictions will receive a lesser amount, with the largest decrease being \$13,621 for the City of Temecula.

The allocation adjustments are not intended to disadvantage or reward any jurisdiction, and overall, the BEYOND funds remain a supplemental source of funding that enables jurisdictions to implement various projects that perhaps might not have otherwise progressed absent the BEYOND Program. Instead, the aim of this process is to identify an equitable and sustainable distribution formula for BEYOND – Round II, and subsequent funding rounds.

The funding distribution also establishes a minimum allocation, equal to the amount received by each special district, so that no member agency receives less than \$35,000. Using the Round II formula, only one jurisdiction falls under this minimum threshold (the City of Calimesa's allocation would be increased by \$2,917.31 to bring their Round II allocation to \$35,000). The formula is shown in detail in attachment 2.

The increase of \$252,917 is derived from three sources:

1. \$25,000 is redirected from the regional collaboration set aside, previously totaled at \$200,000, resulting in \$175,000 available for BEYOND – Round II applicants;
2. \$25,000 is redirected from the healthy communities set aside, previously totaled at \$100,000, resulting in \$75,000 available for BEYOND – Round II applicants; and
3. \$202,917 is redirected from Fiscal Year 2015/2016 Agency carryover funds allocated toward reserves, which previously totaled \$1,250,000, resulting in \$1,047,083 of Fiscal Year 2015/2016 carryover funds that will be placed in reserves.

Attachment 3 visually compares the distribution of BEYOND funding between the Round I and approved Round II formulas.

Prior Actions:

<u>January 9, 2016:</u>	The Executive Committee 1) approved the tiered allocation formula to allocate BEYOND funding for Round II and subsequent funding rounds; and 2) increased the BEYOND Round II allocation by \$252,917.00 from \$1.8 million to \$2.05 million.
<u>December 14, 2016:</u>	The Administration & Finance Committee 1) recommended Option 2, the tiered allocation formula, be used for BEYOND – Round II and subsequent funding rounds; and 2) recommended the total allocation for BEYOND – Round II be increased from \$1.8 million to \$2.05 million.
<u>October 12, 2016:</u>	The Administration & Finance Committee 1) directed staff to bring back options one and four for further discussion; 2) tabled the regional collaboration set aside topic for further discussion by this Committee until after the Ad Hoc Committee meets to discuss further; 3) tabled the healthy communities set aside topic for further discussion; and 4) tabled the regional economic development initiative topic for further discussion.

Fiscal Impact:

Funding for Round II of the BEYOND Framework Fund, has been programmed accordingly under the Fiscal Year 2016/2017 Agency Budget, in the General Fund.

Attachments:

1. Visual Depiction of Round I Funding Formula.
2. Detailed Spreadsheet of Round II Funding Formula.
3. Visual Comparison of Round I vs. Round II Funding Formulas.

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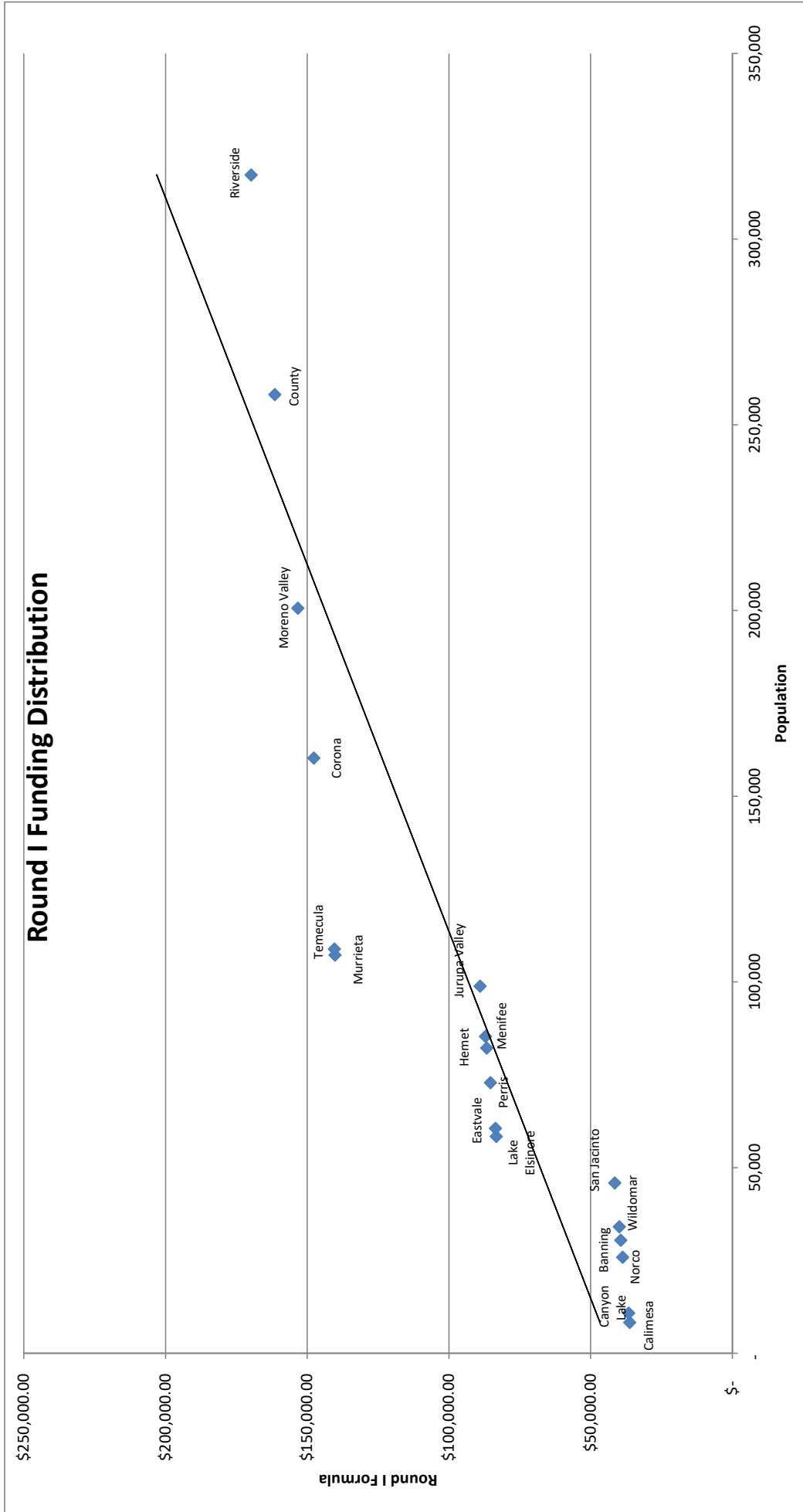
Item 5.B

Distribution of Round II BEYOND
Allocations to Member Jurisdictions

Attachment 1

Visual Depiction of Round I
Funding Formula

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Item 5.B

Distribution of Round II BEYOND
Allocations to Member Jurisdictions

Attachment 2

Detailed Spreadsheet of Round II
Funding Formula

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Proposed BEYOND Allocation - Round II and Subsequent Funding Rounds

Allocation Per Resident Population in Tier		Tier 1					Tier 2					Tier 3					Tier 4					Tier 5					Net Difference																																												
Population 1/1/16		\$					3.87 \$ 0-9,999					10,000-49,999					1.15 \$ 50,000-99,999					Tier 3						0.75 \$ 100,000-149,999					0.50 \$ 150,000+																																						
Riverside County		Tier 1					Tier 2					Tier 3					Tier 4					Tier 5					Allocation - Min \$35K					Allocation					Round 1 Allocation																																		
Calimesa	8,289						8,289																					\$ 35,000.00					\$ 32,082.69					\$ 36,177.77					(\$1,177.77)																												
Canyon Lake	10,681						10,000						681																\$ 39,488.29					\$ 39,488.29					\$ 36,537.04					\$ 2,951.24																											
Norco	26,896						10,000						16,896																\$ 58,135.54					\$ 128,273.33					\$ 38,650.63					\$ 19,484.90																											
Banning	30,834						10,000						20,834																\$ 62,664.24					\$ 58,135.54					\$ 39,299.23					\$ 23,365.00																											
Wildomar	35,168						10,000						25,168																\$ 67,648.34					\$ 67,648.34					\$ 39,814.87					\$ 27,833.47																											
San Jacinto	47,656						10,000						37,656																\$ 82,009.54					\$ 82,009.54					\$ 41,471.20					\$ 40,538.34																											
Lake Elsinore	61,006						10,000						39,999						11,007											\$ 92,959.24					\$ 92,959.24					\$ 83,238.07					\$ 9,721.17																										
Eastvale	63,162						10,000						39,999						13,163											\$ 94,576.24					\$ 94,576.24					\$ 83,549.25					\$ 11,026.98																										
Perris	73,722						10,000						39,999						23,723											\$ 102,496.24					\$ 102,496.24					\$ 85,280.03					\$ 17,216.21																										
Hemet	80,070						10,000						39,999						30,071											\$ 107,257.24					\$ 107,257.24					\$ 86,597.67					\$ 20,659.56																										
Menifee	89,004						10,000						39,999						39,005											\$ 113,957.74					\$ 113,957.74					\$ 87,039.29					\$ 26,918.45																										
Jurupa Valley	98,177						10,000						39,999						48,178											\$ 120,837.49					\$ 120,837.49					\$ 88,942.79					\$ 31,894.70																										
Temecula	109,064						10,000						39,999						49,999						9,066						\$ 126,736.24					\$ 126,736.24					\$ 140,357.72					(\$13,621.48)																									
Murrieta	113,795						10,000						39,999						49,999						13,797						\$ 129,101.74					\$ 129,101.74					\$ 140,126.34					(\$11,024.60)																									
Corona	164,659						10,000						39,999						49,999						49,999						14,662	\$ 150,868.24					\$ 150,868.24					\$ 147,600.47					\$ 3,267.77																								
Moreno Valley	205,383						10,000						39,999						49,999						49,999						55,386	\$ 161,049.24					\$ 161,049.24					\$ 153,294.47					\$ 7,754.77																								
*W. Unincorporated Ci	270,203						10,000						39,999						49,999						49,999						120,206	\$ 177,254.30					\$ 177,254.30					\$ 161,402.82					\$ 15,851.48																								
Riverside	324,696						10,000						39,999						49,999						49,999						174,699	\$ 190,877.49					\$ 190,877.49					\$ 169,740.29					\$ 21,137.20																								
Sum							178,289						581,223						465,141						222,859						364,953						1,912,917.31	\$					1,659,119.93	\$ 253,797.39																											
Total Per Capita Allocation																																																																							
EMWD																																																		\$ 35,000.00					\$ 35,000.00					\$ 0.00											
WMWD																																																		\$ 35,000.00					\$ 35,000.00					\$ 0.00											
Schools																																																								\$ 35,000.00					\$ 35,000.00					\$ 0.00					
Morongo																																																								\$ 35,000.00					\$ 35,000.00					\$ 0.00					
Subtotal																																																								\$ 140,000.00					\$ 140,000.00					\$ 0.00					
Grand Total																																																								\$ 2,052,917.31					\$					1,799,119.93	\$ 253,797.39				

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Item 5.B

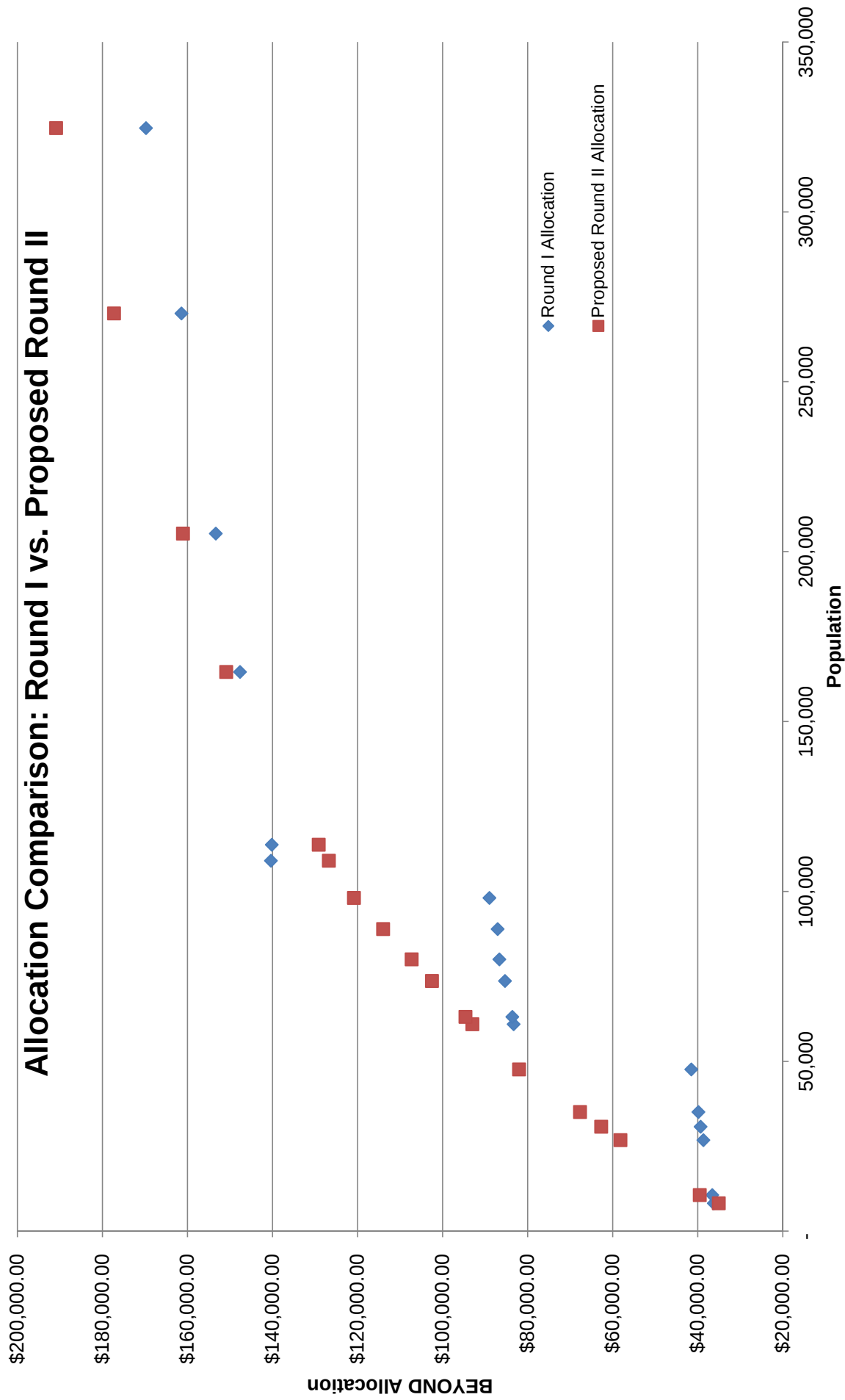
Distribution of Round II BEYOND
Allocations to Member Jurisdictions

Attachment 3

Visual Comparison of Round I vs.
Round II Funding Formulas

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Allocation Comparison: Round I vs. Proposed Round II



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Western Riverside Council of Governments Finance Directors' Committee

Staff Report

Subject: Update to Fiscal Year 2015/2016 Comprehensive Annual Financial Report

Contact: Ernie Reyna, Chief Financial Officer, reyna@wrcog.cog.ca.com, (951) 955-8432

Date: January 26, 2017

The purpose of this item is to provide the Committee with an update on WRCOG's Fiscal Year 2015/2016 financial audit and Comprehensive Annual Financial Report (CAFR). The financial statements were ready to be issued on December 27, 2016, but a disagreement exists between WRCOG management and the auditors regarding some findings.

Requested Action:

1. Receive and file.
-

WRCOG is completing its fifth and final year with auditors from the CPA firm Vavrinek, Trine, Day & Co., LLP (VTD). In those five years, VTD has assisted WRCOG with the creation of financial statements that meet all standards of the Governmental Accounting Standards Board (GASB).

WRCOG has received the distinguished "Certificate of Achievement for Excellence in Financial Report" from the Government Finance Officers Association (GFOA) for three consecutive years and all signs indicate that Fiscal Year (FY) 2015/2016 will also produce this distinguished award. The award recognizes that the Agency is transparent and has provided full disclosure of the financial statements and that the users of the CAFR have all the information needed to draw a financial conclusion of the Agency.

WRCOG's auditors will be providing an unmodified opinion on the FY 2015/2016 CAFR. An unmodified opinion is the highest form of assurance an auditing firm can provide to their client, and means that the audit and associated agency financials are both in good form and the accounting practices are solid. There are three other opinions an auditing firm can provide which either necessitate the need to pursue major revisions to the financial statements, or provide little assurance as to the current internal controls or policies an agency has in place. Those opinions include modified, adverse, and a disclaimer of opinion.

At the current time, a disagreement exists between WRCOG management and the auditors due to the issuance of three findings on December 27, 2016. Two of the three findings were issued without any prior indication or warning to management and because of this action, an extension had to be filed with GFOA so the CAFR could still be considered for the Award of Excellence from the GFOA. Management intends to clear two of the three findings, which is causing the delay in the issuance of the financial statements.

The first finding, which is being contested by management, is due to the treatment of liabilities within the Transportation Uniform Mitigation Fee (TUMF) Program. Management submitted a journal entry containing an amount that accrues the liability of the TUMF Program. The auditors believe only a certain portion of the TUMF liability should have been accrued, but did not tell management that the submitted approach would

result in a finding. Management is arguing that accruing the higher liability is correct simply because the Program is at the discretion of the Member Agencies and at any given point, the restricted funds held in WRCOG's bank account could revert back to the Cities. This finding is being disputed by presenting facts to GASB, which should help to clarify the treatment of the liabilities, thereby clearing the finding.

The second finding was an investment policy violation. This particular finding was properly communicated to management and stems from WRCOG's investment broker investing in a foreign company, which goes against the investment policy. The company in question is Nippon Telephone & Telegraph, which issues bonds here in the United States. Although this company has offices located in the United States as well, it was determined by WRCOG's legal counsel that this corporation was organized in Japan, thereby making this investment option a violation of the policy. The percentage of WRCOG's portfolio affected by this particular investment represents only .20% of the entire portfolio and this bond was sold prior to the auditors testing of investments. In addition, there was no loss experienced due to this investment selection. WRCOG management accepted this finding and has since implemented a third party to oversee WRCOG's investment selection at Citizens Trust so this type of incident does not happen again.

The last finding was for certain year-end closing items. After a lengthy meeting with Partners of VTD, WRCOG staff pleaded its case and argued that this finding was unsubstantiated and was not communicated to management prior to the issuance of the finding. The items detailed in this finding included entries for year-end procedures that were corrected prior to the arrival of the auditors. After hearing WRCOG's point-of-view, the auditors agreed to remove this particular finding.

WRCOG hopes to hear back in the coming days regarding the first finding so the financials can be issued prior to January 31, 2017, and will move forward with just the one finding regarding the investment policy violation.

Prior Action:

None.

Fiscal Impact:

None.

Attachment:

None.



Western Riverside Council of Governments

Finance Directors' Committee

Staff Report

Subject: Finance Directors' Committee Meeting Schedule for 2017

Contact: Ernie Reyna, Chief Financial Officer, reyna@wrcog.cog.ca.us, (951) 955-8432

Date: January 26, 2017

The purpose of this item is to inform Committee members of scheduled meeting dates for 2017, and request approval thereof.

Requested Action:

1. Approve the Schedule of Finance Directors' Committee meetings for 2017.
-

Attached are the proposed 2017 meeting dates for the Finance Directors' Committee. All meeting dates are proposed bi-monthly for the fourth Thursday of the month and are scheduled to begin at 10:00 a.m. in the County of Riverside Administrative Center, 3rd Floor, Conference Room A.

Prior Action:

None.

Fiscal Impact:

None.

Attachment:

1. Schedule of Finance Directors' Committee meetings for 2017.

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WESTERN RIVERSIDE COUNCIL OF GOVERNMENTS SCHEDULE OF FINANCE DIRECTORS' COMMITTEE MEETINGS FOR 2017

WRCOG Standing Committees	Day	Time	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
Finance Directors' Committee	Bi-Monthly 4th Thurs.	10:00 a.m.	26	-	23	-	25	-	27	-	28	-	23*	-

- Finance Directors' Committee meetings are held at the County Administrative Center, 3rd Floor in Conference Room A.
- *November Finance Directors' Committee meeting will be rescheduled accordingly due to Thanksgiving holiday.