



Western Riverside Council of Governments Technical Advisory Committee

AGENDA

**Thursday, April 19, 2018
9:30 a.m.**

**Western Riverside Council of Governments
Citrus Tower
3390 University Avenue, Suite 450
Riverside, CA 92501**

In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in the Technical Advisory Committee meeting, please contact WRCOG at (951) 405-6703. 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 3390 University Avenue, Suite 450, Riverside, CA, 92501.

The Technical Advisory Committee may take any action on any item listed on the agenda, regardless of the Requested Action.

- 1. CALL TO ORDER (Rochelle Clayton, Chair)**
- 2. SELF INTRODUCTIONS**
- 3. PLEDGE OF ALLEGIANCE**
- 4. PUBLIC COMMENTS**

At this time members of the public can address the Technical Advisory 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.

5. MINUTES

- A. Summary Minutes from the March 15, 2018, Technical Advisory Committee Meeting are Available for Consideration. P. 1

Requested Action: 1. Approve the Summary Minutes from the March 15, 2018, Technical Advisory Committee meeting.

6. 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. Finance Department Activities Update Ernie Reyna P. 7

Requested Action: 1. Receive and file.

- B. 3rd Quarter Draft Budget Amendment for Fiscal Year 2017/2018 Ernie Reyna P. 13

Requested Action: 1. Approve the 3rd Quarter Draft Agency Budget Amendment for Fiscal Year 2017/2018.

- C. Draft Fiscal Year 2018/2019 Agency Budget Ernie Reyna P. 37

Requested Action: 1. Receive and file.

- D. Additional Signature Authority Rick Bishop P. 55

Requested Action: 1. Recommend that the Executive Committee adopt WRCOG Resolution Number 08-18; A Resolution of the Executive Committee of the Western Riverside Council of Governments providing signatory authority to the Chief Financial Officer and Deputy Executive Director for agreements, ordinances, and resolutions in the absence of the Executive Director.

- E. Request for Proposals Issuance Policy Ernie Reyna P. 61

Requested Actions: 1. Approve the Policy outlined in this staff report related to Request for Proposals (RFP) for professional services.
2. Direct staff to update its Financial Manual to include the RFP Policy and present the updated Manual for formal approval by the WRCOG Finance Directors and Administration & Finance Committees.

- F. Experience Regional Innovation Center Feasibility Analysis Update Andrea Howard P. 63

Requested Action: 1. Receive and file.

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|----|---|-----------------------------|---------------|
| G. | Regional Streetlight Program Activities Update | <i>Tyler Masters</i> | P. 157 |
| | <u>Requested Action:</u> 1. <i>Receive and file.</i> | | |
| H. | WRCOG Committees and Agency Activities Update | <i>Rick Bishop</i> | P. 161 |
| | <u>Requested Action:</u> 1. <i>Receive and file.</i> | | |
| I. | Western Riverside Energy Partnership Activities Update | <i>Tyler Masters</i> | P. 175 |
| | <u>Requested Action:</u> 1. <i>Receive and file.</i> | | |

7. REPORTS / DISCUSSION

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|----|--|--|---------------|
| A. | Bi-County Healthy Development Checklist Presentation | <i>Michael Osur, Riverside University Health System</i> | P. 191 |
| | <u>Requested Action:</u> 1. <i>Recommend that the Executive Committee support the Bi-County Healthy Development Checklist as a voluntary tool for regional consideration.</i> | | |
| B. | Senate Bill 1 Implementation | <i>Anne Mayer, Riverside County Transportation Commission</i> | P. 227 |
| | <u>Requested Action:</u> 1. <i>Receive and file.</i> | | |
| C. | TUMF Calculation Policy | <i>Christopher Gray, WRCOG</i> | P. 229 |
| | <u>Requested Action:</u> 1. <i>Discuss and provide input.</i> | | |
| D. | Western Community Energy Activities Update | <i>Barbara Spoonhour, WRCOG</i> | P. 233 |
| | <u>Requested Action:</u> 1. <i>Receive and file.</i> | | |
| E. | SAWPA's One Water One Watershed Plan and Forthcoming Prop 1 Water Grant Funding Opportunities | <i>Mike Antos, Santa Ana Watershed Project Authority</i> | P. 237 |
| | <u>Requested Action:</u> 1. <i>Receive and file.</i> | | |

8.	REPORT FROM THE EXECUTIVE DIRECTOR	<i>Rick Bishop</i>
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9.	ITEMS FOR FUTURE AGENDAS	<i>Members</i>
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10. GENERAL ANNOUNCEMENTS

Members

Members are invited to announce items/activities which may be of general interest to the Technical Advisory Committee.

- 11. NEXT MEETING:** The next Technical Advisory Committee meeting is scheduled for Thursday, May 17, 2018, at 9:30 a.m., at WRCOG's office located at 3390 University Avenue, Suite 450, Riverside.

- 12. ADJOURNMENT**

1. CALL TO ORDER

The meeting of the Technical Advisory Committee was called to order at 9:35 a.m. by Past Chair Gary Nordquist at WRCOG's office, Citrus Conference Room.

2. ROLL CALL

Members present:

Bonnie Johnson, City of Calimesa
Aaron Palmer, City of Canyon Lake
Michele Nissen, City of Eastvale
Gary Thompson, City of Jurupa Valley
Grant Yates, City of Lake Elsinore
Tom DeSantis, City of Moreno Valley
Kim Summers, City of Murrieta
Andy Okoro, City of Norco
Clara Miramontes, City of Perris
Alex Nguyen, City of Riverside
Aaron Adams, City of Temecula
Gary Nordquist, City of Wildomar
Craig Miller, Western Municipal Water District
Floyd Velasquez, Morongo Band of Mission Indians

Staff present:

Steve DeBaun, Legal Counsel
Ernie Reyna, Chief Financial Officer
Barbara Spoonhour, Director of Community Choice Aggregation
Jennifer Ward, Director of Government Relations
Casey Dailey, Director of Energy and Environmental Programs
Christopher Tzeng, Program Manager
Daniel Ramirez-Cornejo, Senior Analyst
Cynthia Mejia, Staff Analyst
Dolores Sanchez Badillo, Staff Analyst
Kyle Rodriguez, Staff Analyst
Anthony Segura, Staff Analyst
Amber Bolden, Public Service Fellow
Suzy Nelson, Administrative Assistant
Janis Leonard, Administrative Services Manager

Guests present:

David Dazlich, Building Industry Association
Raul Arevalo, City of Corona
Nelson Nelson, City of Corona
Kristen Jensen, City of Hemet
Yolanda Macalalad, City of Menifee
Moises Lopez, City of Riverside
Edwin Quinonez, Riverside County Flood Control and Water Conservation District
Daniel Wong, South Coast Air Quality Management District

3. PLEDGE OF ALLEGIANCE

Gary Thompson, City of Jurupa Valley, led the members and guests in the Pledge of Allegiance.

4. PUBLIC COMMENTS

Daniel Wong, South Coast Air Quality Management District (AQMD), announced that AQMD is holding a meeting in two weeks on AB 617 and AB 134.

5. MINUTES

A. Summary Minutes from the January 18, 2018, Technical Advisory Committee Meeting are Available for Consideration.

Action: 1. *Approved Summary Minutes from the January 18, 2018, Technical Advisory Committee meeting.*

(Jurupa Valley / Temecula) 15 yes; 0 no; 0 abstention. Item 5.A was approved by a unanimous vote of those members present. The Cities of Banning, Corona, Hemet, Menifee, and San Jacinto, the County of Riverside, the Eastern Municipal Water District, and the March JPA were not present.

6. CONSENT CALENDAR *(Temecula / Murrieta) 15 yes; 0 no; 0 abstention. Items 6.A through 6.H were approved by a unanimous vote of those members present. The Cities of Banning, Corona, Hemet, Menifee, and San Jacinto, the County of Riverside, the Eastern Municipal Water District, and the March JPA were not present.*

A. Finance Department Activities Update

Action: 1. *Received and filed.*

B. WRCOG Committees and Agency Activities Update

Action: 1. *Received and filed.*

C. Western Community Energy Activities Update

Action: 1. *Received and filed.*

D. International City / County Management Association Activities Update

Action: 1. *Received and filed.*

E. Experience Regional Innovation Center Feasibility Analysis Update

Action: 1. *Received and filed.*

F. PACE Programs Activities Update

Action: 1. *Received and filed.*

G. Potential Full Consolidation of RCHCA Staff and Operations with WRCOG

Action: 1. *Received and filed.*

H. Continued Membership of the Riverside County Superintendent of Schools on WRCOG

- Action:** 1. *Recommended that the Executive Committee approve a one-year extension to the MOU between WRCOG and the Riverside County Superintendent of Schools for the Superintendent to serve as an ex-officio member of the Executive Committee.*

7. REPORTS / DISCUSSION

A. Alternative Compliance Program Activities Update

Christopher Tzeng reported that new regulations have required Regional Water Quality Control Boards (RWQCB) to update their Municipal Separate Storm Sewer System (MS4) Permits for new development. The Alternative Compliance Program (ACP) is a mechanism WQCBs can use for these updates.

A working group was convened approximately 20 months ago, consisting of volunteers from member jurisdictions, representatives from the Riverside County Flood Control and Water Conservation District (Flood Control), and a team of consultants, to develop the ACP.

The ACP utilizes off-site facilities to address storm water issues for projects such as regional capture basins, stream improvements, and habitat improvements, and the like. This subregion is unique in that it lies within three RWQCB regions. Each region has its own Permit.

Efforts have been focused on the San Diego region, since that Permit is live. Potential programs have been evaluated, key policies have been discussed, as well as legal and technical elements. It was determined that Flood Control has many projects which would generate credits for an ACP.

Credits would be utilized by public and private projects which could not meet onsite treatment requirements.

As WRCOG is experienced in administering large scale programs, this Agency could administer an ACP. Staff is working with staff from Flood Control and the Santa Ana Watershed Project Authority to identify potential projects.

Over the next several months, WRCOG will be working on a guidance manual for the southwest region. Some jurisdictions within San Diego County are also creating similar programs, and WRCOG will be reaching out to them to discuss ways to approach the WQCBs.

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

B. Santa Ana Municipal Separate Storm Sewer System (MS4) Permit Compliance Program Update

Edwin Quinonez reported that since storm water discharges are collected and conveyed by storm drain systems, these are considered pollutants under the MS4 Permit Compliance Program.

There are three MS4 Permits in place, regulated by different Regional Water Quality Control Boards (RWQCBs); the Santa Ana Board, Colorado Board, and the San Diego Board. Each Board has its own Permit requirements. The MS4 Permits in this subregion were established in the 90s. Permits have been renewed on five to six year terms, with regulatory requirements escalating with each renewal.

Water body specific programs include addressing excess nutrients in Lake Elsinore and Canyon Lake, as well as the Santa Margarita region. Nutrients are a big concern and come from pesticides, pet waste, and detergents, to name a few. These nutrients create algae blooms in the lakes, which deplete the oxygen and cause significant impacts on fish.

Bacteria is another pollutant of concern. A Comprehensive Bacteria Reduction Plan has been implemented for the Santa Ana River. Other efforts include the ACP, which will develop a storm water credit trading program.

The Santa Ana Permit expired in 2015 and has been delayed due to unfunded, mandated test claims. In discussion with that region's WQCB, the delay will continue until the test claims have been resolved.

The Colorado and San Diego Permits are due to expire summer 2018; applications for renewal have already been submitted.

Activities affecting the Santa Ana region include periodic audits to determine compliance and the WQCB's delay in determining how effective the Comprehensive Bacteria Reduction Plan is working. Given that this Plan was implemented approximately five years ago, Flood Control feels that it has made significant progress.

A hot issue in storm water is trash management regulations, which prohibit the discharge of trash into streams. The State is requiring each municipality to implement one of two tracks. The first track would retrofit each storm drain catch basin with trash capture devices. The second track would include retrofitting, as well as creating strategies and programs to address trash. Both tracks have a compliance schedule of 10 years.

Municipalities are arguing that some programs imposed by the state are creating additional costs, and should therefore be reimbursed. Throughout the state, 16 claims have been filed, 14 of which have to do with storm water permits.

These test claims are moving slowly through the courts. Hopefully the courts will rule in our favor and reduce the level of requirements being implemented by the RWQCBs.

Past Chair Nordquist asked if Flood Control is providing retrofitting of storm basins and maintenance of the filtration system.

Mr. Quinonez responded that these costs are falling to the jurisdictions at this time.

Yolanda Macalalad asked if there has been any discussion with the RWQCBs regarding basins for new developments as qualifying trash capture mechanisms.

Mr. Quinonez responded that Flood Control has not had those discussions.

Committee member Alex Nguyen indicated that the trash amendment can be costly, and asked if WRCOG would consider working with Flood Control to take a subregional approach.

Mr. Quinonez responded that that is a possibility.

Action: 1. *Received and filed.*

C. Regional Streetlight Program Activities Update

Tyler Masters reported that during the month of February, applications for seven additional cities were submitted to the California Public Utilities Commission for final approval. By second quarter 2018, it is anticipated that nearly every jurisdiction will begin the transition of acquiring

their own streetlights. A recommendation of General Electric and its local distributor, California Electric Supply, are being presented to the Executive Committee for approval of the lights to be used to retrofit streetlights.

Financial estimates have come in under projections. The interest rate, however, will increase by a small amount to approximately 5.5%. The 20-year subregional savings hovers around \$60M, ranging between \$2M to \$11M per jurisdiction.

A Program Participation Package has been developed which includes all of the moving pieces for the Program.

Next steps include negotiation of retrofitting contracts, followed by execution thereof, in the coming months.

Action: 1. *Received and filed.*

D. Public Service Fellowship Activities Update

Cynthia Mejia reported that the Fellowship Program is in its last month of Round II. Over the last eight to nine months, Fellows have attended networking and training sessions and have heard from a number of speakers. To staff's knowledge to date, three Fellows have been hired within their host agencies; three have been hired outside of their host jurisdictions but within the WRCOG subregion; and two Fellows have been accepted into prestigious Graduate Programs. A completion ceremony for this round of Fellows is calendared for April 19, 2018.

This partnership has been extended to Cal State San Bernardino; students from this location will enter the Program in Round III, which will run from June 2018 through March 2019. Interest forms for this next round have been distributed to member jurisdictions.

Due to projected revenue declines, instead of providing a Fellow for each member jurisdiction for the next two years, staff is considering decreasing the number of Fellows from 25 per year to 14 or 15 per year, alternating jurisdictions each year.

Past Chair Gary Nordquist asked if there is any consideration in bringing Cal State San Marcos into the Program.

Ms. Mejia responded that staff will look into that.

Action: 1. *Received and filed.*

E. BEYOND Program Update and Project Spotlight – Cancer Treatment Task Force

Amber Bolden reported that the BEYOND Program helps to fund local community projects which center around sustainability and economic development.

Five member jurisdictions pooled their CORE and Health BEYOND funding in order to support the Cancer Treatment Task Force.

The Task Force determined that residents were leaving the area to obtain premier cancer treatment / care. The Loma Linda hospital in the City of Murrieta received accreditation from the American College of Surgeons for being a quality care location, the first in this subregion.

Committee member Aaron Adams thanked those jurisdictions which participated in the Task Force. There are still a few items the Task Force has to work on collectively as a region.

Action: 1. *Received and filed.*

8. REPORT FROM THE EXECUTIVE DIRECTOR

Barbara Spoonhour reported that the Western Community Energy website will be launched in early April. A public engagement workshop, Gov 2.0, is scheduled for March 20, 2018. Steve Forbes will be the keynote speaker at this year's General Assembly on June 21, 2018.

9. ITEMS FOR FUTURE AGENDAS

There were no items for future agendas.

10. GENERAL ANNOUNCEMENTS

There were no general announcements.

11. NEXT MEETING

The next regular Technical Advisory Committee meeting is scheduled for Thursday, April 19, 2018, at 9:30 a.m., at WRCOG's office located at 3390 University Avenue, Suite 450, Riverside.

12. ADJOURNMENT

The meeting of the Technical Advisory Committee adjourned at 10:20 a.m.



Western Riverside Council of Governments Technical Advisory Committee

Staff Report

Subject: Finance Department Activities Update

Contact: Ernie Reyna, Chief Financial Officer, ereyna@wrcog.us, (951) 405-6740

Date: April 19, 2018

The purpose of this item is to provide an update on the Fiscal Year (FY) 2018/2019 Agency Budget development process, the 3rd Quarter budget amendment schedule for FY 2017/2018, and the Agency financial report summary through February 2018.

Requested Action:

1. Receive and File.

FY 2018/2019 Agency Budget Development Process

Staff has begun the process of creating the FY 2018/2019 Agency Budget; below is the schedule of presentations for review and action at the various Committees, including the General Assembly:

April 11, 2018:	Administration & Finance Committee (first review)
April 19, 2018:	Technical Advisory Committee (first review)
April 26, 2018:	Finance Directors Committee (first review)
May 7, 2018:	Executive Committee (first review)
May 9, 2018:	Administration & Finance Committee (<i>second review</i>)
May 17, 2018:	Technical Advisory Committee (<i>second review</i>)
June 4, 2018:	Executive Committee (<i>second review</i>)
June 21, 2018:	General Assembly (<i>action</i>)

3rd Quarter Budget Amendment

March 31, 2018, marked the end of the third quarter of FY 2017/2018. The Administration & Finance Committee approved the 3rd Quarter Draft Budget Amendment on April 11, 2018. The Technical Advisory Committee will consider the amendment report on April 19, 2018 (see Item 6.B), and the Executive Committee will consider the amendment on May 7, 2018.

Financial Report Summary through February 2018

The Agency Financial Report summary through February 2018, a monthly overview of WRCOG's financial statements in the form of combined Agency revenues and costs, is provided as Attachment 1.

Prior Actions:

<u>April 11, 2018:</u>	The Administration & Finance Committee received and filed.
<u>April 2, 2018:</u>	The Executive Committee received and filed.

Fiscal Impact:

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

Attachment:

1. Financial Report summary – February 2018.

Item 6.A

Finance Department Activities Update

Attachment 1

Financial Report summary – February 2018

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Western Riverside Council of Governments
Monthly Budget to Actuals
For the Month Ending February 28, 2018

	Approved 6/30/2018 Budget***	Thru 2/28/2018 Actual	Remaining 6/30/2018 Budget
Revenues			
Member Dues	311,410	313,695	(2,285)
General Assembly	300,000	18,800	281,200
PACE Residential Revenue	816,771	735,290	81,481
CA HERO Residential Revenue	5,800,000	3,054,573	2,745,427
The Gas Company Partnership	50,000	31,377	18,623
SCE WREP Revenue	75,000	65,677	9,323
PACE Residential Recording Revenue	182,775	159,683	23,092
CA HERO Residential Recording Revenue	1,000,000	557,200	442,800
CA First Residential Revenue	167,000	26,560	140,440
CA First Residential Recording Revenue	86,000	9,153	76,847
Other Misc Revenue	-	1,530	(1,530)
Solid Waste	117,100	78,835	38,265
Active Transportation Revenue	150,000	80,567	69,433
RIVTAM Revenue	25,000	25,000	-
Air Quality-Clean Cities	137,500	138,000	(500)
LTF	726,000	726,000	-
Commercial/Service - Admin Portion	101,097	71,228	29,869
Retail - Admin Portion	118,867	94,390	24,478
Industrial - Admin Portion	249,133	337,264	(88,130)
Residential/Multi/Single - Admin Portion	1,045,779	807,545	238,233
Multi-Family - Admin Portion	129,787	84,162	45,625
Commercial/Service - Non-Admin Portion	2,426,945	1,709,478	717,467
Retail - Non-Admin Portion	2,852,820	2,265,352	587,468
Industrial - Non-Admin Portion	5,979,195	8,094,324	(2,115,129)
Residential/Multi/Single - Non-Admin Portion	25,098,070	19,381,090	5,716,980
Multi-Family - Non-Admin Portion	3,114,890	2,019,879	1,095,010
Total Revenues	60,574,824	40,886,650	19,688,174
Expenditures			
Wages & Salaries	2,579,801	1,735,046	844,754
Fringe Benefits	739,956	520,565	219,391
Total Wages and Benefits	3,379,757	2,255,611	1,124,145
Overhead Allocation	2,219,371	1,479,580	739,791
General Legal Services	634,037	654,110	(20,073)
Audit Fees	27,500	20,200	7,300
Bank Fees	29,000	14,681	14,319
Commissioners Per Diem	62,500	34,800	27,700
Office Lease	427,060	147,228	279,832
WRCOG Auto Fuel	750	320	430
WRCOG Auto Maintenance	100	29	71
Special Mail Svcs	1,800	673	1,127
Parking Validations	4,865	2,725	2,140
Staff Recognition	1,245		1,245
Coffee and Supplies	160	1,203	(1,043)
Event Support	105,370	62,571	42,799
General Supplies	26,088	15,297	10,791
Computer Supplies	12,258	6,840	5,418

Computer Software	28,486	22,100	6,386
Rent/Lease Equipment	35,100	18,295	16,805
Membership Dues	32,850	18,094	14,756
Subscriptions/Publications	5,099	705	4,394
Meeting Support/Services	18,910	6,664	12,246
Postage	5,005	4,253	752
Other Household Expenditures	4,250	-	4,250
COG Partnership Agreement	25,000	9,550	15,450
Storage	11,000	11,296	(296)
Printing Services	16,462	1,426	15,036
Public Notices	11,900		11,900
Computer Hardware	4,286	1,692	2,594
Misc. Office Equipment	1,376	688	688
EV Charging Equipment	5,975	5,975	-
Communications-Regular	9,218	11,077	(1,859)
Communications-Long Distance	500	192	308
Communications-Cellular	14,021	7,563	6,458
Communications-Comp Sv	75,009	36,504	38,505
Communications-Web Site	8,465	7,208	1,257
Equipment Maintenance - General	10,000	5,737	4,263
Equipment Maintenance - Computers	26,200	11,662	14,538
Insurance - General/Business Liason	73,520	66,239	7,281
WRCOG Auto Insurance	1,570	3,457	(1,887)
PACE Recording Fees	1,354,775	882,355	472,420
Seminars/Conferences	23,353	10,788	12,565
General Assembly Expenditures	300,000	20,491	279,509
Travel - Mileage Reimbursement	27,409	14,057	13,352
Travel - Ground Transportation	7,583	2,551	5,032
Travel - Airfare	25,423	10,155	15,268
Lodging	15,999	9,451	6,548
Meals	10,700	4,442	6,258
Other Incidentals	10,123	6,448	3,675
Training	15,400	9,060	6,340
Supplies/Materials	65,588	281	65,307
Ads	51,571	51,025	546
Education Reimbursement	25,000	2,500	22,500
Consulting Labor	4,414,309	1,392,719	3,021,590
Consulting Expenses	96,466	4,443	92,023
TUMF Project Reimbursement	39,000,000	10,659,201	28,340,799
BEYOND Expenditures	2,052,917	526,705	1,526,212
Computer Equipment Purchases	44,877	14,608	30,269
Office Furniture Purchases	312,500	265,488	47,012
Total General Operations	61,600,179	16,577,402	45,022,777
Total Expenditures	64,979,936	18,833,013	46,146,923

***Includes 1st & 2nd quarter budget amendments



Western Riverside Council of Governments Technical Advisory Committee

Staff Report

Subject: 3rd Quarter Draft Budget Amendment for Fiscal Year 2017/2018

Contact: Ernie Reyna, Chief Financial Officer, ereyna@wrcog.us, (951) 405-6740

Date: April 19, 2018

The purpose of this item is to request approval of WRCOG's 3rd Quarter Draft Budget Amendment for Fiscal Year (FY) 2017/2018. The staff report includes a summary of increases and/or decreases to both revenues and expenditures by department.

Requested Action:

1. Approve the 3rd Quarter Draft Agency Budget Amendment for Fiscal Year 2017/2018.

General Fund

Administration Program combined expenditures for telephone services for the PACE call center, insurance costs for WRCOG's vehicle, the purchase of new stationary and forms due to the office move, and the lease buyout for a water cooler, went over budgeted amounts. These increases in expenditures will be offset by decreasing the budget for staff education reimbursement line item, as WRCOG does not have any employees seeking education reimbursement by the end of the fiscal year.

In the Government Relations Program, expenditures exceeded the budgeted amount primarily due to legal fees associated with the BEYOND Program and salaries for the Experience Program. These expenditures will be offset by a decrease in expenditures in other budgeted categories where there is an available budget.

Net Expenditure increase to the General Fund: \$0

Transportation Department

Transportation Department expenditures exceeded the budgeted amount by \$6,685, primarily due to additional staff time (salary) in the Active Transportation Program of \$3,821. These expenditures will be offset by decreasing the budget in consulting labor.

Net Expenditure increase to Transportation Department: \$0

Energy Department

Energy Department expenditures exceeded the budgeted amount by \$232,377. The WRCOG HERO Program increased expenditures in consulting expenses due to a delay in billings from WRCOG's financial advisor, Public Financial Management, Inc., for consulting expenses in FY 2016/2017. The WRCOG HERO Program also increased recording expenditures due to the passage of SB 2, which increased recording fees by \$150

per assessment. The Streetlights Program increased its legal fees by \$22,858. These expenditures will be offset by a decrease in expenditures in other budgeted categories where there is an available budget, mostly within the consulting labor line item.

The California HERO Program experienced a decline in revenues and volumes in FY 2017/2018 due to market saturation and other PACE providers entering the market. WRCOG anticipates a continued decrease in the CA HERO Program volumes and currently has budgeted \$5.8M in revenues, but anticipates to bring in \$4M at the end of FY 2017/2018 for a decrease in budgeted revenues of \$1.8M. In prior years, WRCOG experienced excess revenues from the PACE Programs, specifically the CA HERO Program, which were used to build Agency reserves and fund other agency / member activities and initiatives, such as BEYOND, Fellowship, Grant Writing, Experience, Streetlights, Community Choice Aggregation (CCA), etc. By the end of FY 2017/2018, WRCOG anticipates approximately \$1M in carryover revenues, which will be used to fund the Community Choice Aggregation's budget for FY 2018/2019.

For FY 2018/2019, the Energy Department will have a balanced budget with minimal anticipated excess revenues. WRCOG will be bringing in additional PACE providers and anticipates growth in the PACE commercial market in FY 2018/2019, which could potentially bring more revenues to the Agency.

Revenue decrease to Energy Department: \$1,800,000

Environment Department

Environment Department expenditures exceeded the budgeted amount by \$3,202, primarily due to increased advertising costs for the Riverside Used Oil Program. These expenditures will be offset by a decrease in expenditures mostly in the marketing categories.

Net Expenditure increase to the Environment Department: \$0

Prior Action:

April 11, 2018: The Administration & Finance Committee approved the 3rd Quarter Draft Agency Budget Amendment for Fiscal Year 2017/2018.

Fiscal Impact:

For the 3rd Quarter of Fiscal Year 2017/2018, there will be a decrease in revenues of \$1.8M in the Energy Department for the CA HERO Program.

Attachment:

1. Annual Budget for the year ending June 30, 2018, with 3rd Quarter amendment.

Item 6.B

3rd Quarter Draft Budget
Amendment for
Fiscal Year 2017/2018

Attachment 1

Annual Budget for the year ending
June 30, 2018, with 3rd Quarter
amendment

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**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2018**

Department: General Fund



Thru 3/31/2018 Actual	Approved 6/30/2018 Budget	Amendment Needed 3/31/2018
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Expenditures

WRCOG Auto Maintenance	260	100	(160)
Parking Validations	2583	1225	(1,358)
Coffee and Supplies	1203	0	(1,203)
Program/Office Supplies	12765	10000	(2,765)
Computer Equipment/Supplies	1309	1000	(309)
Postage	1285	1279	(6)
Communications - Regular Phone	12969	9209	(3,760)
WRCOG Auto Insurance	3457	1570	(1,887)
Staff Education Reimbursement	2500	25000	11,447

Total net (increase)/decrease (0)

Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2018

Department: Government Relations



Thru 3/31/2018 Actual	Approved 6/30/2018 Budget	Amendment Needed 3/31/2018
-----------------------------	---------------------------------	----------------------------------

Expenditures

Salaries & Wages	122,537	181,811	1,450
Parking Validations	228	225	(3)
Member Dues	2,082	750	(1,332)
Communications - Cellular Phones	450	404	(46)
Seminars/Conferences	3,100	4,500	1,000
Travel - Mileage Reimbursement	3,369	5,291	532
General Legal Service	6,859	5,453	(1,406)
Meals	796	600	(196)

Total net (increase)/decrease (1)

Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2018

Department: Government Relations



Thru 3/31/2018 Actual	Approved 6/30/2018 Budget	Amendment Needed 3/31/2018
-----------------------------	---------------------------------	----------------------------------

Expenditures

Salaries & Wages	120,144	180,790	2,822
Parking Validations	228	225	(3)
Member Dues	2,082	750	(1,332)
Communications - Cellular Phones	450	404	(46)
Seminars/Conferences	3,100	4,500	1,000
Travel - Mileage Reimbursement	843	2,000	536
Meals	655	500	(155)

Total net (increase)/decrease 2,822

Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2018

Department: Government Relations (BEYOND - 4800)



Thru	Approved	Amendment
3/31/2018	6/30/2018	Needed
Actual	Budget	3/31/2018

Expenditures

General Legal Service	6,859	5,453	(1,406)
Travel - Mileage Reimbursement	335	291	(44)
Total net (increase)/decrease			(1,450)

Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2018

Department: Government Relations (Fellowship - 4700)



Thru 3/31/2018 Actual	Approved 6/30/2018 Budget	Amendment Needed 3/31/2018
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Expenditures

Travel - Mileage Reimbursement	2,190	3,000	40
Meals	140	100	(40)
Total net (increase)/decrease			(0)

**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2018**

Department: Government Relations (Experience - 4900)



Thru 3/31/2018 Actual	Approved 6/30/2018 Budget	Amendment Needed 3/31/2018
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Expenditures

Salaries and Wages	2,393	1,021	(1,372)
Total net (increase)/decrease			(1,372)

Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2018

Department: Transportation



Thru 3/31/2018 Actual	Approved 6/30/2018 Budget	Amendment Needed 3/31/2018
-----------------------------	---------------------------------	----------------------------------

Expenditures

Salaries and Wages	26,426	22,604	(3,821)
Membership Dues	1,016	750	(266)
Subscriptions/Publications	25	-	(25)
Meeting/Support Services	2,651	1,894	(757)
Postage	411	250	(161)
Travel - Mileage Reimbursement	3,159	2,490	(669)
Travel - Ground Transportation	476	427	(49)
Travel - AirFare	1,469	1,000	(469)
Lodging	2,046	1,579	(467)
Consulting Labor	288,619	1,319,251	6,685

Total net (increase)/decrease (0)

Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2018

Department: Transportation (TUMF - 1148)



Thru 3/31/2018 Actual	Approved 6/30/2018 Budget	Amendment Needed 3/31/2018
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Expenditures

Membership Dues	1,016	750	(266)
Subscriptions/Publications	25		(25)
Meeting/Support Services	2,651	1,894	(757)
Postage	411	250	(161)
Travel - Mileage Reimbursement	3,159	2,490	(669)
Travel - Ground Transportation	476	427	(49)
Travel - AirFare	1,469	1,000	(469)
Lodging	2,046	1,579	(467)
Consulting Labor	248,961	1,197,114	2,864

Total net (increase)/decrease 0

Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2018

Department: Transportation (ATP - 2030)



Thru	Approved	Amendment
3/31/2018	6/30/2018	Needed
<u>Actual</u>	<u>Budget</u>	3/31/2018

Expenditures

Salaries and Wages	26,426	22,604	(3,821)
Consulting Labor	39,659	122,137	3,821
Total net (increase)/decrease			(0)

**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2018**

Department: Energy



Expenditures

	Thru 3/31/2018 Actual	Approved 6/30/2018 Budget	Amendment Needed 3/31/2018
Description	Actual	Budget	Variance
Statewide HERO Revenue	3,054,573	5,800,000	(1,800,000)
Expenditures			
Salaries & Wages	3,501	17,034	772
Cellular Phone	1,088	1,000	(88)
Communications - Computer Services	2,400	-	(2,400)
Computer Supplies	3,437	2,000	(1,437)
Consulting Labor	559,514	2,426,324	231,605
Event Support	7,292	7,113	(179)
General Legal	329,815	289,137	(40,678)
Lodging	1,313	208	(1,105)
Meals	652	265	(387)
Office Supplies	274	36	(238)
Other Household Exp	240	-	(240)
Other Incidentals	2,768	1,215	(1,553)
PACE Residential Recording	232,783	182,775	(50,008)
Parking Validations	238	-	(238)
Postage	3,123	1,886	(1,237)
Subscriptions/Publications	114	-	(114)
Travel - Airfare	3,114	2,500	(614)
Travel-Ground Transportation	818	178	(640)
Travel-Mileage Reimbursement	948	602	(346)
WRCOG HERO Direct Exp	343,659	212,784	(130,875)
Total net (increase)/decrease			1,800,000.23

**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2018**

Department: Energy (WRCOG HERO - 2006)



Thru 3/31/2018 Actual	Approved 6/30/2018 Budget	Amendment Needed 3/31/2018
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Expenditures

General Legal	91,115	75,000	(16,115)
PACE Residential Recording	232,783	182,775	(50,008)
Other Incidentals	2,768	1,215	(1,553)
WRCOG HERO Direct Exp	343,659	212,784	(130,875)
Total net (increase)/decrease			(\$198,552)

Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2018

Department: Energy (Streetlights - 2026)



Thru	Approved	Amendment
12/31/2017	6/30/2018	Needed
Actual	Budget	12/31/2017

Expenditures

GENERAL LEGAL SERVICES	74,834	51,976	(22,858)
Parking Validations	238	-	(238)
Consulting Labor	59,715	160,717	23,095
Total net (increase)/decrease			(\$0)

**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2018**

Department: Energy (CCA - 2040)



Thru 3/31/2018 Actual	Approved 6/30/2018 Budget	Amendment Needed 3/31/2018
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Expenditures

General Legal Services	163,866	162,161	(1,705)
Postage	93	5	(88)
Travel-Mileage Reimbursement	948	602	(346)
Travel-Ground Transportation	818	178	(640)
Lodging	1,313	208	(1,105)
Meals	652	265	(387)
Consulting Labor	182,609	509,983	4,271

Total net (increase)/decrease (\$0)

**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2018**

Department: Energy (Administration - 2100)



Thru 3/31/2018 Actual	Approved 6/30/2018 Budget	Amendment Needed 3/31/2018
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Expenditures

Salaries & Wages	3,501	17,034	772
Event Support	7,292	7,113	(179)
Office Supplies	274	36	(238)
Subscriptions/Publications	114		(114)
Other Household Exp	240		(240)
Total net (increase)/decrease			\$0

**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2018**

Department: Energy (California HERO - 5000)



	Thru 3/31/2018 Actual	Approved 6/30/2018 Budget	Amendment Needed 3/31/2018
Revenues			
Statewide HERO Revenue	3,054,573	5,800,000	(1,800,000)
Expenditures			
Computer Supplies	3,437	2,000	(1,437)
Postage	3,029	1,881	(1,148)
Cellular Phone	1,088	1,000	(88)
Communications - Computer Services	2,400	-	(2,400)
Travel - Airfare	3,114	2,500	(614)
CA HERO Direct Exp	317,189	1,755,624	204,239
Total net (increase)/decrease			198,552

Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2018

Department: Environmental



Thru 3/31/2018 Actual	Approved 6/30/2018 Budget	Amendment Needed 3/31/2018
-----------------------------	---------------------------------	----------------------------------

Expenditures

Advertisement - Radio & TV	6,500	3,500	(3,000)
Computer Software	87	51	(36)
Event Support	741	3,521	2,185
General Supplies	212	11	(201)
Insurance - General Business	185	-	(185)
Marketing/Brochures	-	4,619	1,017
Seminars/Conferences	850	709	(141)
Storage	11,296	10,000	(1,296)
Supplies/Materials	-	21,120	2,296
Travel - Lodging	966	469	(497)
Travel - Mileage Reimbursement	850	709	(141)

Total net (increase)/decrease 0

Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2018

Department: Environmental (Solid Waste - 1038)



Thru 3/31/2018 Actual	Approved 6/30/2018 Budget	Amendment Needed 3/31/2018
-----------------------------	---------------------------------	----------------------------------

Expenditures

General Supplies	212	11	(201)
Computer Software	87	51	(36)
Seminars/Conferences	850	709	(141)
Travel - Mileage Reimbursement	850	709	(141)
Travel - Lodging	966	469	(497)
Marketing/Brochures	-	4,619	1,017

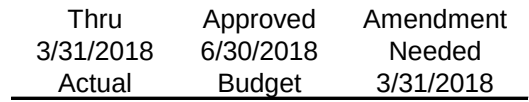
Total net (increase)/decrease 0

Department: Environmental (Riverside UO - 2035)



Event Support	741	3,521	2,185
Insurance - General Business	185	-	(185)
Supplies/Materials	-	2,120	1,000
Advertisement - Radio & TV	6,500	3,500	(3,000)
Total net (increase)/decrease			-

Department: Environmental (State UO - 2038)



Storage	11,296	10,000	(1,296)
Supplies/Materials		19,000	1,296
Total net (increase)/decrease			-

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Western Riverside Council of Governments Technical Advisory Committee

Staff Report

Subject: Draft Fiscal Year 2018/2019 Agency Budget

Contact: Ernie Reyna, Chief Financial Officer, ereyna@wrcog.us, (951) 405-6740

Date: April 19, 2018

The purpose of this item is to present the Agency's Draft Budget for Fiscal Year (FY) 2018/2019 and seek input from Committee members.

Requested Action:

1. Receive and file.

WRCOG's annual Budget is adopted every June by its General Assembly. Before adoption, the Budget is vetted through WRCOG's Committees for comment and direction. The Budget is assembled by the Agency Departments: Administration, Energy, Environment, and Transportation. The General Fund is comprised of the Administration, Energy, and Environment Departments, while TUMF is part of the Special Revenue Fund. Each Department contains its own programs and has its own source of funds. Once the Budget has been vetted through the Committees, it is presented to the General Assembly as an "Agency-wide" Budget for adoption.

Budget Schedule

The Draft Budget for FY 2018/2019 will be presented according to the following schedule:

April 11, 2018:	Administration & Finance Committee (first review)
April 19, 2018:	Technical Advisory Committee (first review)
April 26, 2018:	Finance Directors Committee (first review)
May 7, 2018:	Executive Committee (first review)
May 9, 2018:	Administration & Finance Committee (second review)
May 17, 2018:	Technical Advisory Committee (second review)
June 4, 2018:	Executive Committee (second review)
June 21, 2018:	General Assembly (action)

FY 2018/2019 Agency Draft Budget

The Draft FY 2018/2019 Agency Budget (Attachment 1) is presented by Departments (Administration, Energy, Environment, and Transportation) with each Department displaying their own programs.

Administration: The tab labeled "Administration Total" includes the standard Administration Program, as well as Government Relations. The majority of the revenues for the Administration Program is generated from member dues. Budgeted expenditures include salaries and benefits of Administration employees, including the Executive Director and the staff in the Government Relations, Administrative Services, and Fiscal divisions. The Administration Program also includes WRCOG's lease, audit, banking, legal, IT, and consulting fees. Expenditures have historically exceeded revenues in this Program so the Agency must charge overhead to the

remaining Departments to balance the Budget. Overhead is determined during the creation of the Budget and is simply the amount necessary to have revenues equal expenditures. Departments will show the amount of overhead they are paying in the General Operations line item. The amount provided by the various Departments will then be transferred out to the Administration Program to balance its Budget.

Government Relations: The Government Relations Department will continue to administer the BEYOND, Fellowship, and Experience Programs with previously allocated carryover funds from excess PACE revenues.

Energy: The Energy Department includes the following Programs: PACE Residential; PACE Commercial; Western Riverside Energy Partnership (WREP); SoCal Gas Partnership; the Regional Streetlight Program; and Community Choice Aggregation (CCA).

The California HERO PACE Program has declined in revenues and volumes in FY 2017/2018 due to legislative tightening of consumer protections, potential market saturation, and other PACE providers entering the market. WRCOG anticipates a continued decrease in the CA HERO Program and has budgeted for a 25% decrease in revenues in FY 2018/2019. In prior years, WRCOG experienced excess revenues from the PACE Programs, specifically the California HERO Program, which were used to build Agency reserves and fund other Agency and member activities (such as BEYOND, Fellowship, Grant Writing, Experience, etc.). By the end of FY 2017/2018, WRCOG anticipates using \$1 million in carryover revenues to fund the CCA's Budget for FY 2018/2019. Looking forward to FY 2018/2019, WRCOG's PACE Programs will have a balanced budget with minimal anticipated excess revenues. WRCOG will be bringing in additional PACE providers and anticipates growth in the PACE commercial market in FY 2018/2019, which could potentially bring more revenues to the Agency.

The Regional Streetlight Program continues to move forward and will be self-sustaining in FY 2018/2019. The Streetlight Program will also recover some Program costs as cities have their loans funded. WRCOG anticipates \$480,000 to be recovered, which will pay back the General Fund for covering part of the Program start-up costs.

The CCA Program also continues to move forward and anticipates to be self-sustaining and generate revenues in the coming years, which will pay back the General Fund for the upfront costs.

Environment: The Environment Department includes the Solid Waste and Used Oil Programs, which receive state funding to provide services to WRCOG's member agencies. In FY 2017/2018, WRCOG introduced a new Litter Program, which was funded by Agency Carryover Funds, and will continue into FY 2018/2019 with the leftover funds from FY 2017/2018.

Transportation: The Transportation Department includes the following Programs: Transportation Uniform Mitigation Fee (TUMF); the Grant Writing Program, which is funded by the Agency's Carryover Funds; Transportation Planning (LTF), and the Clean Cities Program. The majority of revenues received in the Transportation Department come from the TUMF Program, of which WRCOG anticipates to receive \$45 million in revenues in FY 2018/2019.

Total Budget: The Agency's FY 2018/2019 total Budget will present a higher total amount of revenues and expenditures than in previous years as staff will continue to include total TUMF revenue and total project expenditures. In past years, the only portion included for TUMF was the 4% Administration fee WRCOG received from the Program. The revenue and expenditures will continue to include 100% of the TUMF Program's total revenue and expenditures. Because of this additional amount for TUMF, total Agency revenue for FY 2017/2018, plus transfers from other departments for overhead, is projected to be \$60,352,792 against total Agency expenditures of \$55,713,343.

Prior Action:

April 11, 2018: The Administration & Finance Committee received and filed.

Fiscal Impact:

All known and expected revenues and expenditures impacting the Agency have been budgeted for Fiscal Year 2018/2019, but will be continually updated throughout the budget process.

Attachment:

1. Draft Summary Agency Budget for Fiscal Year 2018/2019.

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Item 6.C

Draft Fiscal Year 2018/2019
Agency Budget

Attachment 1

Draft Summary Agency Budget for
Fiscal Year 2018/2019

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**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2019**

Total Agency

	Actual Thru 2/28/2018	Budget 6/30/2018	Proposed 6/30/2019
Revenues			
Member Dues	311,410	311,410	311,410
PACE Residential Revenue	761,851	1,150,771	880,000
WRELP Phase 2 Revenue	21,302	75,000	86,750
Statewide HERO Revenue	3,054,573	5,800,000	3,000,000
Gas Co. Prtnrshp Revenue	6,521	50,000	60,000
Samas Commercial Recording Revenue	-	23,350	20,000
WRCOG HERO-Recording Revenue	159,683	354,775	197,500
SAMAS Comm Recording Rev	557,200	1,000,350	700,000
Renovate Comm Recording Rev	-	700	5,000
Regional Streetlights Revenue	228,960	228,960	480,000
Solid Waste	95,304	117,100	95,000
Used Oil Grants	-	255,000	255,000
NW Clean Cities - Air Quality	119,000	137,500	132,500
LTF Revenue	777,250	726,000	777,250
RivTAM Revenue	28,851	25,000	150,000
General Assembly Revenue	18,800	300,000	300,000
Commerical/Service	70,016	101,097	110,645
Retail	85,501	118,867	130,094
Industrial	250,585	249,133	272,663
Residential/Multi/Single	652,436	1,045,779	1,144,551
Multi-Family	74,691	129,787	142,045
Commercial/Service - Non-Admin Portion	1,750,396	2,426,945	2,655,491
Retail - Non-Admin Portion	2,137,532	2,852,820	3,122,265
Industrial - Non-Admin Portion	6,264,615	5,979,195	6,543,923
Residential/Multi/Single - Non-Admin Portion	16,310,889	25,098,070	27,469,233
Multi-Family - Non-Admin Portion	1,867,263	3,114,890	3,409,088
Other Legal Recovery	-	-	500,000
FY 17/18 Carryover Funds Transfer in			945,845
Carryover Funds Transfer in	3,002,917	3,002,917	4,268,757
Overhead Transfer in	1,483,740	2,225,611	2,187,780
Total Revenues and Carryover Funds	40,091,848	57,350,026	60,352,792
Expenditures			
Wages and Benefits			
Salaries & Wages Fulltime	1,240,025	2,568,642	2,568,740
Salaries & Wages - Fellowship	247,089	392,000	534,260
Fringe Benefits	490,657	735,986	987,506
Overhead Allocation	1,483,740	2,225,611	2,187,780
Total Wages, Benefits and Overhead	4,333,106	5,922,239	6,278,287
Other Legal	198,078	250,000	500,000
General Legal Services	444,303	629,037	650,000
PERS Unfunded Liability	-	-	168,583

OPEB Expense	60,000	60,000	100,000
Audit Svcs - Professional Fees	20,200	27,500	27,500
Bank Fees	14,681	29,000	19,000
Commissioners Per Diem	35,100	62,500	62,500
Office Lease	147,228	427,060	400,000
WRCOG Auto Fuels Expenses	340	750	1,250
Parking Validations	4,558	5,010	27,550
Staff Recognition	-	1,210	2,400
Coffee and Supplies	1,026	200	3,000
Event Support	61,204	147,401	102,283
Program/Office Supplies	15,327	25,938	24,650
Computer Equipment/Supplies	6,396	9,886	8,000
Computer Software	22,016	28,402	30,000
Rent/Lease Equipment	18,393	35,100	30,000
Membership Dues	17,122	32,100	33,500
Meeting Support Services	6,051	18,184	10,100
Postage	4,721	4,890	6,015
Other Household Exp	(1,578)	4,250	750
COG HERO Share Expenses	9,550	25,000	15,000
Storage	11,296	11,000	16,000
Printing Services	1,426	16,462	7,150
Computer Hardware	1,692	4,288	14,100
Misc. Office Equipment	688	688	1,000
Communications - Regular Phone	11,077	9,209	15,000
Communications - Cellular Phones	7,127	13,617	21,000
Communications - Computer Services	36,504	62,452	57,500
Communications - Web Site	7,312	8,465	8,000
Equipment Maintenance - General	5,737	10,000	10,000
Equipment Maintenance - Comp/Software	11,662	26,200	21,000
Insurance - Gen/Busi Liab/Auto	66,801	73,520	79,850
PACE Residential Recording	858,248	1,354,775	902,500
Seminars/Conferences	7,688	18,853	13,150
General Assembly Expenses	20,491	300,000	300,000
Travel - Mileage Reimbursement	12,978	24,100	23,600
Travel - Ground Transportation	2,327	8,083	4,800
Travel - Airfare	9,090	22,741	12,000
Lodging	6,764	12,346	9,250
Meals	3,798	8,301	8,150
Other Incidentals	6,448	10,023	9,950
Training	6,302	11,800	9,250
OPEB Repayment	-	71,053	71,053
Supplies/Materials	281	63,707	35,668
Advertising Media - Newspaper Ad	-	19,000	2,000
Advertising- Billboard	-	10,500	898
Advertisement Radio & TV Ads	51,025	51,571	50,500
Staff Education Reimbursement	2,500	25,000	12,500
Consulting Labor	1,340,990	4,302,555	3,871,591
TUMF Project Reimbursement	10,659,201	39,000,000	38,800,000
BEYOND Program REIMB	512,405	2,052,917	2,799,015
Computer Equipment/Software	14,608	44,877	3,500
Office Furniture Purchased	312,500	312,500	20,000
Misc Equipment Purchased	2,816	2,816	3,000

Total General Operations**15,094,606****50,160,282****49,435,056****Total Expenditures and Overhead****19,427,711****56,082,522****55,713,343**

Name	Title	Percent
Rick Bishop	Executive Director	100%
Chris Gray	Director of Transportation	100%
Ernie Reyna	Chief Financial Officer	100%
Barbara Spoonhour	Director of CCA	100%
Jennifer Ward	Director of Governmental Affairs	100%
Casey Dailey	Director of Energy & Environment	100%
Chris Tzeng	Program Manager- Transportation	100%
Andrew Ruiz	Program Manager - Fiscal	100%
Tyler Masters	Program Manager - Streetlights	100%
Michael Wasgatt	Program Manager - Energy	100%
Crystal Adams	Program Manager - Energy	100%
Janis Leonard	Program Manager - Office	100%
Lupe Lotman	Staff Analyst I - Energy	100%
Sam Amphonphong	Senior Analyst - Fiscal	100%
Dolores Badillo	Staff Analyst I - Environment	100%
Kyle Rodriguez	Staff Analyst I - Environment	100%
Danny Ramirez-Cornejo	Program Manager - TUMF	100%
Vacant-TUMF	Staff Analyst -TUMF	100%
Jesus Gonzalez	Staff Analyst I - Energy	100%
Andrea Howard	Senior Analyst - Gov't Affairs	100%
Cynthia Mejia	Staff Analyst I - Gov't Affairs	100%
Suzy Nelson	Staff Analyst I - Office	100%
Anthony Segura	Staff Analyst I - Energy	100%
Jairo Sandoval Toranzo	Staff Analyst I - Energy	100%
Ichelle Acosta	Staff Technician - Energy	100%
Meredith Sumenek	Staff Technician - Energy	100%
Jonathan Pineda	Staff Technician - Call Center	100%
Hugo Rios	Staff Technician - Call Center	100%
LaNeice Potter	Staff Technician - Call Center	100%
Victoria Gracia	Staff Technician -Call Center	100%
Vacant	Staff Analyst I - Streetlights	100%



Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2019

Administration Total

Revenues

Description	Actual	Budget	Proposed
Member Dues	311,410	311,410	311,410
General Assembly Revenue	18,800	300,000	300,000
Total Revenues	332,280	611,410	611,410
Overhead Transfer in	1,483,740	2,225,611	2,187,780
Carryover Funds Transfer in	3,002,917	3,002,917	3,572,224
Total Revenue and Overhead	4,818,937	5,839,938	6,371,414

Expenditures

Salaries & Wages - Fulltime	443,558	863,140	686,326
Salaries & Wages - Fellowship	247,089	392,000	534,260
Fringe Benefits	187,563	281,344	306,754
Total Wages & Benefits	1,731,683	1,536,484	1,527,340

General Legal Services	44,466	80,453	80,000
PERS Unfunded Liability	-	-	168,583
OPEB Expense	60,000	60,000	100,000
Audit Svcs - Professional Fees	20,200	27,500	27,500
Bank Fees	75	2,000	2,000
Commissioners Per Diem	34,650	60,000	60,000
Office Lease	147,228	427,060	400,000
WRCOG Vehicle Expenses	340	750	1,250
Parking Validations	2,653	1,425	20,200
Employee Wellness	-	800	2,400
Coffee and Supplies	1,026	-	3,000
Event Support	28,258	64,929	66,000
Program/Office Supplies	12,977	11,000	16,000
Computer Equipment/Supplies	1,222	1,000	1,000
Computer Software	14,591	15,000	20,000
Rent/Lease Equipment	18,393	35,000	30,000
Membership Dues	16,039	25,000	30,000
Meeting Support Services	3,205	5,000	1,000
Postage	1,285	1,379	2,500
Storage	-	1,000	1,000
Printing Services	163	-	150
Computer Hardware	49	1,000	11,000
Communications - Regular Phone	11,077	9,209	15,000
Communications - Cellular Phones	2,290	5,500	10,500
Communications - Computer Services	34,895	62,434	55,000
Communications - Web Site	7,312	6,865	8,000
Equipment Maintenance - General	5,737	10,000	10,000
Equipment Maintenance - Comp/Software	11,062	25,000	20,000

Insurance - Gen/Busi Liab/Auto	66,341	72,250	79,000
Seminars/Conferences	2,901	4,500	4,150
General Assembly Expenses	20,491	300,000	300,000
Travel - Mileage Reimbursement	2,907	5,791	5,500
Travel - Ground Transportation	223	1,600	1,050
Travel - Airfare	1,304	3,500	2,000
Lodging	323	3,000	1,000
Meals	765	2,100	3,150
Other Incidentals	366	1,000	1,000
Training	2,299	5,000	5,000
OPEB Repayment	-	71,053	71,053
Staff Education Reimbursement	2,500	25,000	12,500
Consulting Labor	175,014	380,968	374,573
BEYOND Program REIMB	512,405	2,052,917	2,799,015
Office Furniture Purchased	312,500	312,500	20,000
Misc Equipment Purchased	2,816	2,816	3,000
Total General Operations	1,600,206	4,226,725	4,844,074
Total Expenditures	3,331,889	5,763,209	6,371,414

(0)

Name	Title	Percent
Rick Bishop	Executive Director	100%
Ernie Reyna	Chief Financial Officer	50%
Jennifer Ward	Director of Govermental Affairs	35%
Andrew Ruiz	Program Manager - Fiscal	60%
Janis Leonard	Program Manager - Office	100%
Sam Amphonphong	Staff Analyst II - Fiscal	100%
Cynthia Mejia	Staff Analyst I - Gov't Affairs	50%
Suzy Nelson	Staff Analyst I - Adminstrative Assis	100%
Ichelle Acosta	Staff Technician - Energy	20%



**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2019**

Total Environment Budget

	Actual Thru 2/28/2018	Budget 6/30/2018	Proposed 6/30/2019
Revenues			
Solid Waste	95,304	117,100	95,000
Used Oil Grants	-	255,000	255,000
Carryover Funds Transfer in			18,478
Total Revenues	95,304	372,100	368,478

	Actual Thru 2/28/2018	Budget 6/30/2018	Proposed 6/30/2019
Expenditures			
Wages and Benefits			
Salaries & Wages Fulltime	67,049	114,234	142,602
Fringe Benefits	18,370	27,555	42,419
Overhead Allocation	28,387	42,580	59,080
Total Wages, Benefits and Overhead	116,358	184,368	244,101

General Operations

General Legal Services	358	858	500
Parking Validations	195	285	250
Event Support	21,938	43,021	26,500
Program/Office Supplies	212	1,511	1,700
Membership Dues	-	1,000	1,000
Meeting Support Services	169	4,600	4,000
Storage	11,296	10,000	15,000
Printing Services	-	11,462	5,500
Communications - Cellular Phones	919	1,117	1,000
Insurance - Gen/Busi Liab/Auto	460	570	850
Seminars/Conferences	1,720	2,720	1,000
Travel - Mileage Reimbursement	1,844	3,109	3,100
Travel - Ground Transportation	175	400	250
Travel - Airfare	582	1,182	1,000
Lodging	966	1,269	1,250
Meals	-	200	200
Training	462	1,800	500
Supplies/Materials	-	28,359	7,379
Advertising Media - Newspaper Ad	-	4,000	2,000
Advertising- Billboard	-	3,000	898
Advertisement Radio & TV Ads	51,025	51,571	50,500
Total General Operations	93,088	187,733	124,377

Total Expenditures and Overhead	209,445	372,102	368,478
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Casey Dailey	Director of Energy & Environment	20%
Dolores Badillo	Staff Analyst I - Environment	100%
Kyle Rodriguez	Staff Analyst I - Environment	100%



**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2019**

Total Transportation Budget

	Actual Thru 2/28/2018	Budget 6/30/2018	Proposed 6/30/2019
Revenues			
NW Clean Cities - Air Quality	119,000	137,500	132,500
LTF Revenue	777,250	726,000	777,250
RivTAM Revenue	25,000	25,000	150,000
Commerical/Service	70,016	101,097	110,645
Retail	85,501	118,867	130,094
Industrial	250,585	249,133	272,663
Residential/Multi/Single	652,436	1,045,779	1,144,551
Multi-Family	74,691	129,787	142,045
Commercial/Service - Non-Admin Portion	1,750,396	2,426,945	2,655,491
Retail - Non-Admin Portion	2,137,532	2,852,820	3,122,265
Industrial - Non-Admin Portion	6,264,615	5,979,195	6,543,923
Residential/Multi/Single - Non-Admin Portion	16,310,889	25,098,070	27,469,233
Multi-Family - Non-Admin Portion	1,867,263	3,114,890	3,409,088
Other Legal Recovery	-	-	500,000
Carryover Funds Transfer in (grant writing)	-	-	678,055
Total Revenues and Carryover Funds	30,385,181	42,405,082	47,237,805
Expenditures			
Wages and Benefits	Thru 2/28/2018	6/30/2018	6/30/2019
Salaries & Wages Fulltime	180,904	438,990	704,720
Fringe Benefits	63,894	95,842	218,811
Overhead Allocation	500,000	750,000	1,222,000
Total Wages, Benefits and Overhead	750,910	1,284,832	2,145,531
Other Legal	198,078	250,000	500,000
General Legal Services	30,464	175,000	52,000
Parking Validations	1,185	1,500	3,000
Event Support	206	3,500	1,283
Program/Office Supplies	980	1,350	1,250
Computer Equipment/Supplies	594	1,000	1,000
Meeting Support Services	2,112	2,494	100
Other Household Exp	213	250	250
Printing Services	1,263	5,000	1,500
Communications - Cellular Phones	1,264	4,000	4,000
Seminars/Conferences	510	2,200	1,500
Travel - Mileage Reimbursement	3,028	4,240	5,250
Travel - Ground Transportation	446	1,177	500
Travel - Airfare	970	2,750	1,000
Lodging	2,046	2,529	2,000
Meals	1,969	3,200	2,500
Other Incidentals	477	1,950	950
Supplies/Materials	-	1,750	2,000
Consulting Labor	319,188	1,272,114	1,312,191

TUMF Project Reimbursement

Total General Operations

Total Expenditures and Overhead

10,659,201	39,000,000	38,800,000
11,227,552	41,101,654	40,692,274
11,978,462	42,386,486	42,837,805

Name

Title

Percent

Chris Gray	Director of Transportation	100%
Ernie Reyna	Chief Financial Officer	30%
Jennifer Ward	Director of Governmental Affairs	65%
Chris Tzeng	Program Manager- Transportation	100%
Andrew Ruiz	Program Manager - Fiscal	25%
Tyler Masters	Program Manager - Street Light	50%
Danny Ramirez-Cornejo	Program Manager - TUMF	100%
Vacant-TUMF	Staff Analyst -TUMF	100%
Andrea Howard	Staff Analyst II - Gov't Affairs	100%
Cynthia Mejia	Staff Analyst I - Gov't Affairs	50%
Anthony Segura	Staff Analyst I - Energy	30%



**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2019**

Total Energy

	Actual Thru 2/28/2018	Budget 6/30/2018	Proposed 6/30/2019
Revenues			
PACE Residential Revenue	761,851	1,150,771	880,000
WREP Phase 2 Revenue	21,302	75,000	86,750
Statewide HERO Residential Revenue	3,054,573	5,800,000	3,000,000
Gas Co. Prtnrsh Revenue	6,521	50,000	60,000
PACE Commercial Revenue	-	23,350	20,000
PACE Residential Recording Rev	159,683	354,775	197,500
Statewide HERO Recording Revenue	557,200	1,000,350	700,000
PACE Commercial Recording Rev	-	700	5,000
Regional Streetlights Revenue	228,960	228,960	480,000
Total Revenues	4,792,426	8,732,906	5,429,250

	Actual Thru 2/28/2018	Budget 6/30/2018	Proposed 6/30/2019
Expenditures			
Wages and Benefits			
Salaries & Wages Fulltime	493,376	974,878	831,944
Fringe Benefits	195,809	293,714	338,575
Overhead Allocation	1,319,684	1,753,661	906,700
Total Wages, Benefits and Overhead	2,018,326	3,022,252	2,077,219

General Operations			
General Legal Services	234,383	280,565	367,500
Bank Fees	14,606	27,000	17,000
Commissioners Per Diem	450	2,500	2,500
Parking Validations	525	1,800	4,100
Event Support	10,802	35,951	8,500
Program/Office Supplies	1,052	11,986	5,450
Computer Equipment/Supplies	3,887	7,193	6,000
Computer Software	7,275	12,351	10,000
Membership Dues	480	3,750	1,000
Meeting Support Services	282	5,807	4,500
Postage	3,025	2,431	3,515
Other Household Exp	443	2,000	500
COG HERO Share Expenses	9,550	25,000	15,000
Computer Hardware	1,643	3,288	3,100
Misc. Office Equipment	688	688	1,000
Communications - Cellular Phones	2,654	3,000	5,500
Communications - Computer Services	1,609	18	2,500
Equipment Maintenance - Comp/Software	600	1,200	1,000
PACE Recording Fees	858,248	1,354,775	902,500
Seminars/Conferences	1,925	6,933	5,500
Travel - Mileage Reimbursement	4,392	10,358	7,750
Travel - Ground Transportation	720	4,728	1,500
Travel - Airfare	5,081	13,382	6,000
Lodging	2,116	5,340	3,000

Meals	444	2,536	1,300
Other Incidentals	5,605	6,215	8,000
Training	3,541	5,000	3,750
Supplies/Materials	-	33,317	26,289
Consulting Labor	716,470	2,129,125	1,684,827
Computer Equipment/Software	2,346	6,202	3,500
Total General Operations	1,903,134	4,033,614	3,112,581
Total Expenditures and Overhead	3,921,460	7,055,866	5,189,800

Name	Title	Percent
Ernie Reyna	Chief Financial Officer	20%
Barbara Spoonhour	Director of CCA	20%
Casey Dailey	Director of Energy & Environment	80%
Andrew Ruiz	Program Manager - Fiscal	15%
Tyler Masters	Program Manager - Street Light	15%
Michael Wasgatt	Program Manager - Energy	100%
Crystal Adams	Program Manager - Energy	100%
Lupe Lotman	Staff Analyst I - Energy	100%
Jesus Gonzalez	Staff Analyst I - Energy	100%
Anthony Segura	Staff Analyst I - Energy	70%
Jairo Sandoval Toranzo	Staff Analyst I - Energy	100%
Ichelle Acosta	Staff Technician - Energy	80%
Meredith Sumenek	Staff Technician - Energy	100%
Jonathan Pineda	Staff Technician - Call Center	100%
Hugo Rios	Staff Technician - Call Center	100%
LaNeice Potter	Staff Technician - Call Center	100%
Victoria Gracia	Staff Technician -Call Center	100%
Vacant	Staff Analyst I - Streetlights	100%



**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2019**

Program: CCA

Revenues	Actual Thru 2/28/2018	Budget 6/30/2018	Proposed 6/30/2019
Carryover Funds Transfer In			945,845
Total Revenues	-	-	945,845

Expenditures	Actual Thru 2/28/2018	Budget 6/30/2018	Proposed 6/30/2019
Wages and Benefits			
Salaries & Wages Fulltime	55,139	177,401	203,148
Fringe Benefits	25,021	37,531	80,947
Total Wages, Benefits and Overhead	80,159	214,933	284,095
General Operations			
General Legal Services	134,633	92,161	150,000
Program/Office Supplies	107	91	250
Membership Dues		1,500	1,500
Meeting Support Services	283	283	500
Seminars/Conferences	632	2,500	1,000
Travel - Mileage Reimbursement	806	602	2,000
Travel - Ground Transportation	764	178	1,500
Travel - Airfare	1,152	1,927	2,000
Lodging	1,313	208	2,000
Meals	619	265	1,000
Consulting Labor	130,318	509,983	500,000
Total General Operations	270,627	644,522	661,750
Total Expenditures and Overhead	350,786	859,455	945,845

Name	Title	Percent
Barbara Spoonhour	Director of CCA	80%
Tyler Masters	Program Manager - Streetlights	35%

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Western Riverside Council of Governments Technical Advisory Committee

Staff Report

Subject: Additional Signature Authority

Contact: Rick Bishop, Executive Director, rbishop@wrcog.us, (951) 405-6701

Date: April 19, 2018

The purpose of this item is to seek support from the Committee to grant signatory authority on behalf of the Executive Director to the Chief Financial Officer and Deputy Executive Director.

Requested Action:

1. Recommend that the Executive Committee adopt WRCOG Resolution Number 08-18; A Resolution of the Executive Committee of the Western Riverside Council of Governments providing signatory authority to the Chief Financial Officer and Deputy Executive Director for agreements, ordinances, and resolutions in the absence of the Executive Director.

Currently, the Executive Director is authorized, pursuant to WRCOG Bylaws and by specific action of the Executive Committee, to execute agreements, ordinances, and resolutions on behalf of WRCOG.

On occasion, the Executive Director is unavailable to execute such authorized agreements, ordinances, and resolutions. Currently there is no existing policy in place to allow signatory authority for another WRCOG staff member to sign on behalf of the Executive Director. WRCOG Legal Counsel recommended that WRCOG consider adopting a Signatory Authority Policy to authorize both the Chief Financial Officer and the Deputy Executive Director (which is currently vacant) to execute such documents on behalf of WRCOG to allow Agency business to continue without delays.

By adopting WRCOG Resolution Number 08-18 (Attachment 1), additional signatory authority will be granted to the Chief Financial Officer and the Deputy Executive Director on the Executive Director's behalf for agreements, ordinances, and resolutions that have been authorized by the Administration & Finance Committee and/or Executive Committee.

Prior Action:

April 11, 2018: The Administration & Finance Committee recommended that the Executive Committee adopt WRCOG Resolution Number 08-18; A Resolution of the Executive Committee of the Western Riverside Council of Governments providing signatory authority to the Chief Financial Officer and Deputy Executive Director for agreements, ordinances, and resolutions in the absence of the Executive Director.

Fiscal Impact:

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

Attachment:

1. WRCOG Resolution Number 08-18; A Resolution of the Executive Committee of the Western Riverside Council of Governments providing signatory authority to the Chief Financial Officer and Deputy Executive Director for agreements, ordinances, and resolutions in the absence of the Executive Director.

Item 6.D

Additional Signature Authority

Attachment 1

WRCOG Resolution Number 08-18;
A Resolution of the Executive
Committee of the Western Riverside
Council of Governments providing
signatory authority to the Chief
Financial Officer and Deputy
Executive Director for Agreements,
Ordinances, and Resolutions in the
absence of the Executive Director

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Western Riverside Council of Governments

County of Riverside • City of Banning • City of Beaumont • City of Calimesa • City of Canyon Lake • City of Corona • City of Eastvale • City of Hemet
City of Jurupa Valley • City of Lake Elsinore • City of Menifee • City of Moreno Valley • City of Murrieta • City of Norco • City of Perris • City of Riverside
City of San Jacinto • City of Temecula • City of Wildomar • Eastern Municipal Water District • Western Municipal Water District • Morongo Band of Mission
Indians • Riverside County Superintendent of Schools

RESOLUTION NUMBER 08-18

A RESOLUTION OF THE EXECUTIVE COMMITTEE OF THE WESTERN RIVERSIDE COUNCIL OF GOVERNMENTS PROVIDING SIGNATORY AUTHORITY TO THE CHIEF FINANCIAL OFFICER AND DEPUTY EXECUTIVE DIRECTOR FOR AGREEMENTS, ORDINANCES AND RESOLUTIONS IN THE ABSENCE OF THE EXECUTIVE DIRECTOR

WHEREAS, the Executive Committee of the Western Riverside Council of Governments (WRCOG) desires additional administrative flexibility regarding the signing of WRCOG agreements, ordinances, and resolutions; and

WHEREAS, it is necessary to maintain adequate safeguards and close scrutiny over the operations of WRCOG business; and

WHEREAS, signatures by the Chief Financial Officer or Deputy Executive Director in place of the Executive Director on WRCOG agreements, ordinances and resolutions would provide both administrative flexibility and adequate safeguards and close scrutiny over WRCOG business.

NOW, THEREFORE, BE IT RESOLVED by the Executive Committee of the Western Riverside Council of Governments as follows:

Section 1. Recitals. The above recitals are true and correct.

Section 2. Updated Signature Authority. The Executive Committee of the Western Riverside Council of Governments hereby updates the designated signatory on WRCOG agreements, ordinances and resolutions to include the Chief Financial Officer and Deputy Executive Director if and when the Executive Director is unavailable for such signature.

Section 3. Effective Date of Resolution. This resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED at a meeting of the Executive Committee of the Western Riverside Council of Governments held on May 7, 2018.

Debbie Franklin, Chair
WRCOG Executive Committee

Rick Bishop, Secretary
WRCOG Executive Committee

Approved as to form:

Best Best & Krieger, LLP
WRCOG Bond Counsel

AYES: _____ NOES: _____ ABSENT: _____ ABSTAIN: _____

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Western Riverside Council of Governments Technical Advisory Committee

Staff Report

Subject: Request for Proposals Issuance Policy

Contact: Ernie Reyna, Chief Financial Officer, ereyna@wrcog.us, (951) 405-6740

Date: April 19, 2018

The purpose of this item is to develop guidelines for WRCOG when issuing Requests for Proposals (RFPs) for professional services. WRCOG regularly issues RFPs for various services but currently has no formal guidelines on when an RFP is required and when WRCOG might directly contract with a firm for these services. This item proposes a policy which, if approved, will be codified in an updated version of the WRCOG Financial Manual.

Requested Actions:

1. Approve the Policy outlined in this staff report related to Request for Proposals (RFP) for professional services.
2. Direct staff to update its Financial Manual to include the RFP Policy and present the updated Manual for formal approval by the WRCOG Finance Directors and Administration & Finance Committees.

Background

WRCOG regularly issues RFPs for a variety of professional services in support of WRCOG programs. Example services include consultant support for the Streetlight Program, Community Choice Aggregation Feasibility Study, On-Call Engineering Services, TUMF, and review of Development Impact Fees.

At this time, WRCOG lacks a formal policy on when to issue an RFP, what types of work require an RFP, and when the Agency might contract with a firm directly. However, WRCOG does have a policy relating to the issuance of contracts, which specifies:

The Executive Director may issue a contract under \$50,000 under his Single Signature Authority, which does not require any approval by the Administration & Finance Committee or the Executive Committee. Contracts greater than \$50,000 but less than \$100,000 require approval of the Administration & Finance Committee but not the Executive Committee. All contracts greater than \$100,000 require the approval of the Executive Committee. These contract limits are specified in WRCOG's Bylaws. However, the Bylaws do not formally address the issue of what circumstances require that an RFP is to be issued.

WRCOG maintains an internal Financial Manual, which guides the Agency's actions as it relates to many fiscal matters. The Manual addresses accounting issues such as accounts payable, accounts receivable, budgeting, and contracts. The Manual does not provide any guidance regarding the issuance of RFPs. Staff update the Manual regularly to address regulatory changes and to maintain internal consistency with other documents such as the WRCOG Employee Policies and Procedures Manual.

Staff Recommendations on RFP Policy

Staff recommends that WRCOG implement a formal Policy to provide greater transparency regarding the

issuance of RFPs. Staff also recommends the Policy be modeled after the contracting limits identified in WRCOG's Bylaws and the Financial Manual.

The proposed Policy would specify that:

- No RFP is required if the value of the resulting contract is \$50,000 or less, which falls under the Executive Director's Single Signature Authority. WRCOG may still choose to issue an RFP for services less than this amount, depending on individual circumstances.
- An RFP is required when the value of the contract is between \$50,000 and \$100,000, unless the Executive Director makes a finding that one or more of the following conditions occurs:
 - o The issue and/or required services are time critical and release of an RFP would cause an undue delay;
 - o The service requires unique expertise or knowledge of the region which is not generally available; therefore, an RFP is unlikely to generate a significant number of responses; and/or
 - o WRCOG is responding to a request from a member agency.
 - If a contract is then issued without an RFP based on these circumstances, then the Staff Report requesting approval of the Contract in question must cite these circumstances and demonstrate why no RFP is required.
- An RFP is automatically required for any contract in excess of \$100,000.

To implement these recommendations as a formal RFP Policy, the Committee could adopt the RFP Policy as a stand-alone document, or direct staff to incorporate the RFP Policy into an existing policy document, such as the Financial Manual.

Staff recommends that the RFP Policy be incorporated into an updated version of the Financial Manual to maintain a single document with all applicable financial policies and guidelines. This update will also include any minor updates as needed to address updated regulations, changes in other WRCOG documents, and other changes as determined by staff and legal counsel.

Prior Action:

April 11, 2018: The Administration & Finance Committee 1) approved the Policy outlined in this staff report related to Request for Proposals (RFP) for professional services; and 2) directed staff to update its Financial Manual to include the RFP Policy and present the updated Manual for formal approval by the WRCOG Finance Directors and Administration & Finance Committees.

Fiscal Impact:

The fiscal impact will be minimal and mostly include staff time to review additional RFPs.

Attachment:

None.



Western Riverside Council of Governments Technical Advisory Committee

Staff Report

Subject: Experience Regional Innovation Center Feasibility Analysis Update

Contact: Andrea Howard, Senior Analyst, ahoward@wrcog.us, (951) 405-6751

Date: April 19, 2018

The purpose of this item is to provide an update on the Feasibility Analysis for Experience, the concept of a regional innovation center which would provide a host of community resources, promote sustainable practices, and showcase the assets and capabilities of the subregion.

Requested Action:

1. Receive and file.

Background

Western Riverside County is one of the fastest growing subregions in the State of California and the United States. During past WRCOG visioning efforts, subregional leaders identified six interrelated components critically important to achieving a premier quality of life in Western Riverside County, and incorporated these into the WRCOG Economic Development & Sustainability Framework (the Framework), which serves as a guide to grow strategically and achieve a vibrant and livable community. The six Framework goal areas pertain to: 1) Economic Development; 2) Water and Wastewater; 3) Education; 4) Health; 5) Transportation; and 6) Energy and the Environment.

In 2016, staff introduced the concept of Experience, envisioned as a vibrant regional center with a variety of visitor attractions that could also serve as a sustainability demonstration center, innovation hub, business incubator, and more. The aim of Experience is to showcase the assets and capabilities of inland southern California while serving community needs and advancing the Framework goal areas. Experience would be designed to draw audiences for a variety of purposes by including such elements as an education center, community farm, water efficient garden, walking loop, amphitheater, farm-to-fork café, and other public assets. Once at Experience, visitors would be exposed to best practices in water and energy, emerging technology, employment prospects, and more. Experience would borrow inspiration from similar concepts from across the globe including, but not limited to:

- Los Angeles Cleantech Incubator (LACI) – Los Angeles, CA
- The Frontier Project – Rancho Cucamonga, CA
- Southern California Edison Energy Education Center – Irwindale, CA
- Alegria Farms – Irvine, CA

Feasibility Analysis

On October 2, 2017, the Executive Committee authorized staff to enter into a contract not to exceed \$249,823, with PlaceWorks consultants to perform a comprehensive Feasibility Analysis of the Experience concept. The Analysis scope includes thorough research of relevant models, a demand analysis for the center and program elements, analysis of up-to four potential sites, analysis of governance options and partnership opportunities,

financial analysis, and a final Feasibility Analysis with recommendation(s). Additionally, the Analysis would review potential funding partners and mechanisms to ensure a viable implementation plan for Experience, should it be feasible.

Staff and consultants held an internal kick-off meeting on October 16, 2017, to discuss the goals and visions, as well as potential sites to include in the Analysis, and the formation of an advisory Steering Committee. The Steering Committee is scheduled to convene six times during the course of the Analysis to weigh in on the process and findings through July 2018, when the Analysis is scheduled to conclude. The Steering Committee is composed of members from the Executive Committee, who volunteered to serve in this role, in response to an email solicitation to all members. Additionally, staff invited a variety of stakeholders, including member agency staff, utility partners, and university representatives, to participate on the Steering Committee.

Steering Committee Meeting #1

On Monday, January 22, 2018, the Steering Committee convened its first meeting. The meeting began with an introduction to the Experience concept and review of some of the relevant models for an idea of the variety of programming features others have instituted in the areas of education, community services, research, and economic development. Attendees then engaged in a discussion of the goals for Experience, building from the list staff and consultants drafted at the kick-off meeting. Meeting notes and presentation slides are provided as Attachment 1.

Steering Committee Meeting #2

The second Experience Steering Committee convened on Monday, February 26, 2018, in Rancho Cucamonga. Three presenters from regional models shared their experiences from the Lyle Center at Cal Poly Pomona, the Los Angeles Cleantech Incubator, and the Cucamonga Valley Water District's Frontier Project. Attendees asked the presenters questions to identify relevant lessons to apply to Experience. Meeting notes and presentation slides are included as Attachment 2.

Steering Committee Meeting #3

On Monday, March 19, 2018, the Steering Committee convened for its third meeting. The meeting included a presentation from University of California, Riverside (UCR) and Eastern Municipal Water District (EMWD) on partnership opportunities for Experience and educational institutions at all levels (K-12 to University). UCR has several programs and research areas which could be synergistic with experience, including sustainability innovations through the Bourns College of Engineering – Center for Environmental Research and Technology (CE-CERT). Similarly, EMWD shared success stories piloting various educational partnership models.

Meeting participants then reviewed and refined the Experience Mission Statement, the first draft of which was borne out of discussions in the first Steering Committee meeting. Finally, participants engaged in a thoughtful discussion on the program elements to include in the next phase of the Experience analysis. Meeting presentation slides are included as Attachment 3.

Steering Committee Meeting Schedule

The Steering Committee will convene next in May or June, followed by two additional meetings after that, to discuss collaborative opportunities with the region's educational partners, refine the mission of Experience, and select the program elements to be included in the analysis. The list below summarizes the topics and provides dates for each of the remaining Steering Committee meetings.

- Meeting #4, Site assessment and demand analysis
- Meeting #5, Alternative governance, operations, and partnerships
- Meeting #6, Final recommendations

Staff will provide regular updates to WRCOG Committees for the duration of the Analysis.

Prior Action:

April 11, 2018: The Administration & Finance Committee received and filed.

Fiscal Impact:

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

Attachments:

1. Steering Committee Meeting #1 Notes and Presentation Slides.
2. Steering Committee Meeting #2 Notes and Presentation Slides.
3. Steering Committee Meeting #3 Presentation Slides.

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Item 6.F

Experience Regional Innovation
Center Feasibility Analysis Update

Attachment 1

Steering Committee Meeting #1
Notes and Presentation Slides

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Feasibility Study for EXPERIENCE - A Regional Innovation Center

Steering Committee Meeting #1 Summary
January 22, 2018 | 11:00 AM - 1:00 PM

Project Contact: Andrea Howard, Senior Analyst, ahoward@wrcog.us, (951) 405-6751

Steering Committee:

Executive Committee Members: Debbie Franklin, City of Banning; Adam Rush, City of Eastvale; Laura Roughton, City of Jurupa Valley; Kelly Seyarto, City of Murrieta; Rusty Bailey, City of Riverside; Kevin Bash, City of Norco; Dr. White, Riverside County Superintendent of Schools

Member Agency Staff: Grace Williams, City of Perris; Lea Deesing, City of Riverside; Sherry Shimoshock, City of Riverside; Matt Peters, City of Temecula; Jolene Walsh, Eastern Municipal Water District (EMWD); Danielle Coates, EMWD; Melanie EMWD

Regional Stakeholders: Joanna Chang, Southern California Edison; Jeff Lawler, Southern California Gas Company (SoCalGas); Ana Aceves, SoCalGas; Alexandra Orozco, University of California, Riverside (UCR); Nicole Davis, UCR

Staff and Consultants: Rick Bishop, WRCOG; Jennifer Ward, WRCOG; Tyler Masters, WRCOG; Andrea Howard, WRCOG; Cynthia Mejia, WRCOG; Amber Bolden, WRCOG; Huyen Bui, WRCOG; Alexa Washburn, National CORE; Karen Gulley, PlaceWorks; Scott Ashlock, PlaceWorks; Eric Carbonnier, HMC Architects

Experience - Origin and Current Ideas:

In 2010, WRCOG adopted the Sustainability Framework, which recognized six interrelated goal areas for achieving a high quality of life and regional economic growth: transportation, water and waste water, energy and environment, economic development, health, and education. The concept of Experience is a physical manifestation of the Framework that would contain various elements that advance the Framework Goals.

To achieve this goal, WRCOG envisions that Experience would draw audiences for a variety of purposes by including such elements as an education center, community farm, water efficient garden, walking loop, amphitheater, farm-to-fork café, and other public assets. Once at Experience, visitors would be exposed to best practices in water and energy, emerging technology, employment prospects, and more.



Purpose of this Study - Future Path for EXPERIENCE:

On October 2, 2017, WRCOG's Executive Committee approved a contract with PlaceWorks consultants to perform a Feasibility Analysis (the Analysis). The Analysis will explore the viability of bringing Experience to Western Riverside County. The analysis will begin with a review of relevant models to identify the program elements that would be desired for Experience. PlaceWorks will perform an opportunity and constraints analysis of the potential host sites and develop a demand analysis for the center and develop a set of options for the potential governance structure. Finally, the analysis components will be assessed together to determine overall feasibility.

Role of the Steering Committee:

The Steering Committee will provide valuable insights and feedback at each step of the Analysis. The meetings have been strategically scheduled to coincide with major milestones, and participants will be encouraged to provide valuable information to shape the direction and conclusion of the Analysis.

Timeline:

The Analysis will span ten months, beginning in October 2017 and concluding in July 2018. The full timeline is listed in the Meeting 1 Presentation slides.

Background on Other Relevant Models:

PlaceWorks presented several relevant models, providing a spectrum of ideas for potential elements to include in the Experience analysis, from examples across the County. These relevant models are listed in the Table of Relevant Models. Three of the models were also featured in a short compilation video played during the meeting, which can be viewed [here](#).

Goal Setting by the Committee:

Initial working goals for Experience were shared with the Committee as a starting point for discussion. Over the course of an hour, members provided a variety of ideas and desires for what EXPERIENCE could be and how it could function. Below are the Initial Working Goals with comments incorporated, followed by a summary of the additional goals born from the discussion.

Initial Working Goals: EXPERIENCE should...

1. Benefit all WRCOG organizations and the communities served
2. Be tied to WRCOG's mission
3. Support WRCOG's Economic Development and Sustainability Framework
4. Not resemble a monument, but a place that engages, educates and motivates people
5. Be relevant to what's important to the region – a sustained public benefit
6. Be financially feasible from construction to operations and maintenance overtime
7. Have a high-level of performance for program elements and the facilities, which should be tracked and evaluated
8. Provide multiple reasons to visit through a wide variety of cohesive activities that result in returning visitors
9. Be innovative, cutting-edge, and provide a rotation of forward-thinking displays, events, and activities
10. Incorporate best practices for water and energy efficiency, sustainable building design, and business strategy
11. Empower the community to adopt techniques/take action

12. Provide visitors with a unique experience that encapsulates the region
13. Be embraced by both the public and private sector – encouraging partnerships and collaboration

Committee Discussion: EXPERIENCE should...

1. Provide economic development opportunities for individuals and businesses
 - Prepare people for jobs in the subregion
 - Be attractive to businesses (to locate there or partner with)
 - Be a central place to access information/resources (for companies considering moving to Riverside or for start-up companies)
2. Not be a Monument
 - It should not just showcase what WRCOG has done
 - It must be relevant over time
 - The building design should reflect the energy/resource conserving technologies and tell a story (function over form)
3. Be accessible by all modes of transportation (e.g., car, bus, train, pedestrians, cyclists) and all segments of the population (low income, rural/urban, non-English speaking, multiple ages, etc.)
4. Tell the story of Western Riverside County by showcasing the region's current assets/successes. This should also include promoting the vision for Western Riverside County through visual simulations or other techniques.
 - Showcase uniqueness of region (what it has to offer) and tap into international opportunities to showcase (sister-cities)
 - Include futuristic "look" at trends Riverside County will likely experience, how these trends may change the region, and how we can prepare
 - Incorporate museum features w/revolving exhibits – see Catalina Island
 - Include space for each jurisdiction/partner to have exhibit
 - Promote region – every nook should tell a story
 - Showcase best practices that the region wants to see happen w/ new development
 - Paint the story of sustainability in Riverside County – for new businesses
 - Have a way to bring in new partners
 - Share success stories – WRCOG and others, showcase start-ups
 - Riverside County is a series of PLACES – tie them together with the EXPERIENCE concept
5. Compliment UC Riverside and Cal Poly Pomona sustainability and regenerative studies research (agricultural living labs, solar/micro grids)
6. Be accessible to everyone in the community – be affordable and open to the public
7. Accommodate large and small audiences
8. Provide interactive educational opportunities for all ages
 - Tactile
 - Education for children
 - SoCalGas – see demo in Downey: education on kitchen technology
 - "Inspiration center" – youth (tech playground), improve on Discovery Science Center model
 - Experience Water, Experience Health, Experience Education, etc. – based on Framework plan, could be located throughout

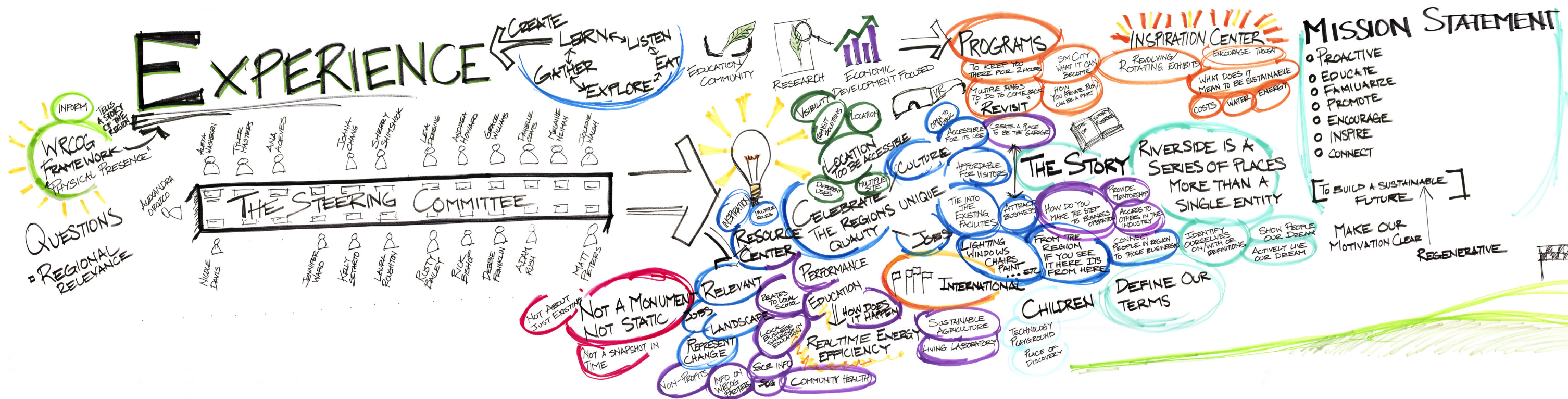
- See Discovery Cube – Sylmar
- 9. Serve as a centralized resource and information center for the region
 - Central place for accessing information – utility rebates, info on WRCOG partners, non-profit groups, community health, start-up companies, resource center
 - Include liaison services – permitting, accounting, legal

Committee Input on the Mission for EXPERIENCE:

Following a thorough discussion of goals, attendees were introduced to four mission statements from relevant models to initiate a first discussion on establishing a mission for Experience. Below is a summary of the discussion.

1. To build a regenerative future, EXPERIENCE must:
 - Be Proactive
 - Educate
 - Familiarize
 - Promote
 - Encourage
 - Inspire
 - Connect
2. Make our motivation clear

Graphic Meeting Recording





Feasibility Study for EXPERIENCE – A Regional Innovation Center

Steering Committee Meeting #1
January 22, 2018

Today's Agenda

- Introductions
- EXPERIENCE – Origin and Current Ideas
- Purpose of this Study – Future Path for EXPERIENCE
- Role of the Steering Committee
- Timeline
- Background on Other Relevant Models
- Goal Setting by the Committee



Costal Roots Farm, Encinitas



The Springs Preserve, Las Vegas

Introductions

- WRCOG Staff
 - Rick Bishop
 - Jennifer Ward
 - Chris Gray
 - Andrea Howard
- Team Collaborators
 - Alexa Washburn, National Core
 - Karen Gulley, PlaceWorks
 - Scott Ashlock, PlaceWorks
 - Eric Carbonnier, HMC Architects
 - Eera Babbtiwale, HMC Architects



Introductions

- Steering Committee Members
 - WRCOG Executive Committee
 - Invited Guests/Advisors

Yesterday: Sustainability Framework



Today: The “EXPERIENCE” Concept

A Regional Innovation Center



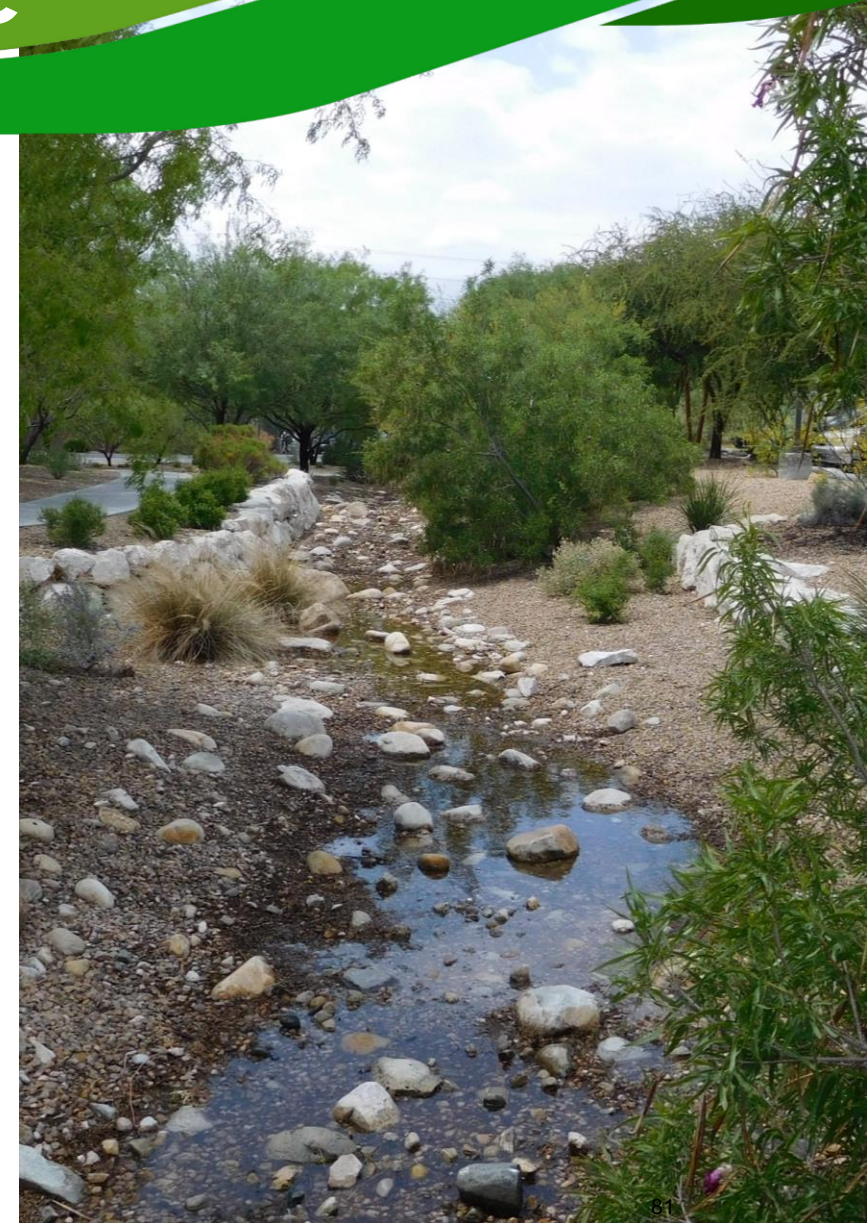
Purpose of the Study

- Define mission/goals of EXPERIENCE
- Conceptually define program and building elements
- Evaluate feasibility based on four alternative sites
- Identify potential financing and partnership arrangements



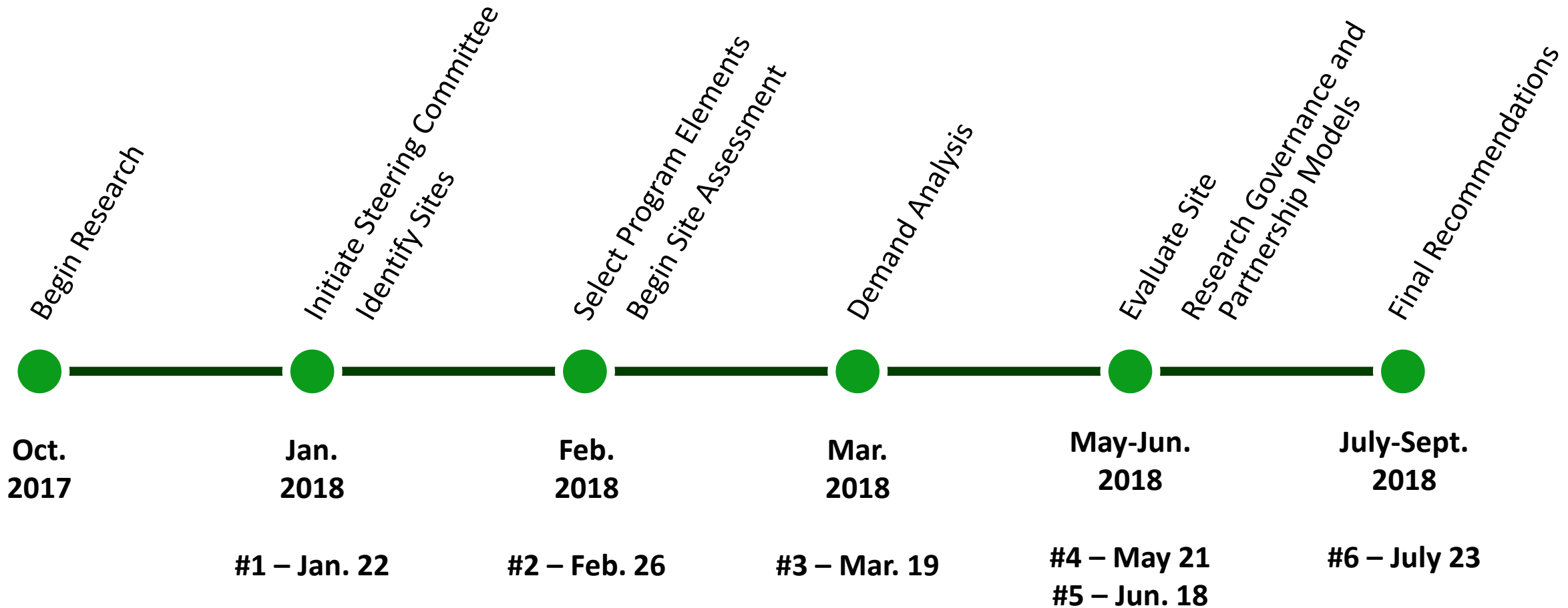
Role of the Steering Committee

- Provide input, ideas, and feedback to team
- Meeting #1 – Learn about other “centers” and establish goals for EXPERIENCE
- Meeting #2 – Q&A with other operators
- Meeting #3 – Select program elements to evaluate
- Meeting #4 – Site assessment and demand analysis
- Meeting #5 – Alternative governance, operations, and partnerships
- Meeting #6 – Final recommendations



The Springs Preserve – Creek Restoration

Schedule



Note: #1 represents Steering Committee Meeting

Relevant Models

- Identified examples (refer to spreadsheet handout)
- Others to consider? Other information to gather?
- Examples are grouped by purpose:
 -  Educational/Community Serving
 -  Research
 -  Economic Development Focused
- Overview of programs



The Springs Preserve – Children's garden



Sycamore Creek Interpretive Center, Temescal Valley

Educational/Community Serving Models

The Frontier Project, Rancho Cucamonga – Demonstration of water and energy conservation



Riverbed Farm, Anaheim – Hydroponics demonstration, food banks



Alliance Center, Denver – Space to convene and connect organizations and community leaders



Energy Education Center, Irwindale – classes, workshops for public

Educational/Community Serving Models

*Quail Hill, Irvine –
Children's garden*



*Quail Hill –
Interpretive trail*



*The Springs
Preserve – Farm
to table dining*



*Sycamore Creek
Interpretive Center – Youth
science exploration*



Research Models

*The Lyle Center for
Regenerative Studies, Cal Poly
Pomona – green roof cooling
research*



*The Lyle Center –
Passive heating
and cooling
research*



*Alegria Fresh
Farm - Vertical
farming research*



Economic Development Models

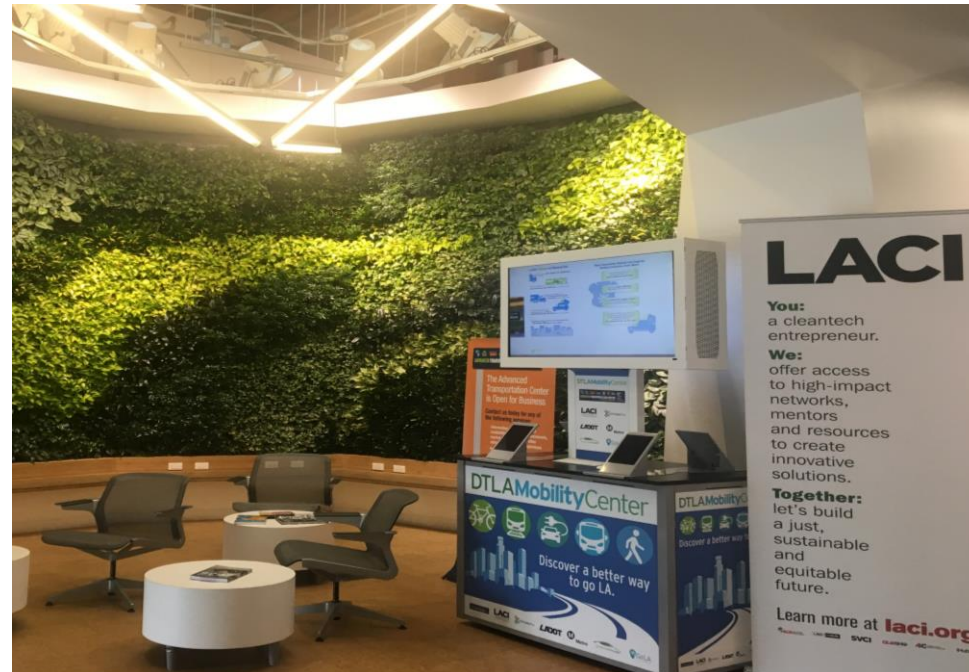
**Net Zero Plus
Electrical Training
Institute, Los
Angeles – High
Tech Building
demonstrations
and training**



**Portland
Incubator
Experiment –
Co-working
space for start-
ups**



**David Brower
Center, Berkeley –
Hosts 30 non-
profit
organizations re
environmental
challenges**



**Los Angeles
Cleantech
Incubator (LACI) –
Accelerates the
commercialization
of clean
technologies and
the success of start-
up businesses**

Steering Committee Discussion

- Input on Initial Working Goals
- Develop Working Mission Statement

Riverbed Farm Mission: *To empower and educate the community on using responsible agricultural methods.*

Lyle Center: *To convene diverse groups committed to catalyzing pro-environmental change by matching technology with need.*

Riverside-Corona Resource Conservation District Mission: *To encourage residents to practice natural resource stewardship at home, work, and community.*

Portland Incubator Mission: *To serve as a curated co-working space, a community event space, a startup accelerator, a flashpoint for corporate innovation, and a home-away-from-home for startup types.*

Next Meeting

- February 26, 2018 @ The Frontier Project
- Q&A with representatives from: The Lyle Center, The Frontier Project, and the Los Angeles Cleantech Incubator (LACI)
- Tour of Frontier Project following the meeting



The Lyle Center for Regenerative Studies, Cal Poly Pomona



La Kretz LACI Innovation Campus, Los Angeles

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Experience Regional Innovation
Center Feasibility Analysis Update

Attachment 2

Steering Committee Meeting #2
Notes and Presentation Slides

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Project Contact: Andrea Howard, Senior Analyst, ahoward@wrcog.us, (951) 405-6751

Steering Committee:

Executive Committee Members: Debbie Franklin, City of Banning; Adam Rush, City of Eastvale; Laura Roughton, City of Jurupa Valley; Kelly Seyarto, City of Murrieta; Rusty Bailey, City of Riverside; Kevin Bash, City of Norco; Ron Sullivan, Eastern Municipal Water District; Dr. White, Riverside County Superintendent of Schools

Member Agency Staff: Clara Miramontes, City of Perris; Grace Williams, City of Perris; Lea Deesing, City of Riverside; Sherry Shimoshock, City of Riverside; Luke Watson, City of Temecula; Matt Peters, City of Temecula; Jolene Walsh, Eastern Municipal Water District (EMWD); Danielle Coates, EMWD; Melanie EMWD

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Staff and Consultants: Rick Bishop, WRCOG; Jennifer Ward, WRCOG; Andrea Howard, WRCOG; Huyen Bui, WRCOG; Alexa Washburn, National CORE; Karen Gulley, PlaceWorks; Eric Carbonnier, HMC Architects

Advisors: Dr. Kyle Brown, Lyle Center for Regenerative Studies; Mike Swords, Los Angeles Cleantech Incubator (LACI); Kristeen Farlow, Frontier Project

Experience – Concept and Origin:

WRCOG envisions that Experience would draw audiences for a variety of purposes by including such elements as an education center, community farm, water efficient garden, walking loop, amphitheater, farm-to-fork café, and other public assets. Once at Experience, visitors would be exposed to best practices in water and energy, emerging technology, employment prospects, and more.

In 2010, WRCOG adopted the Sustainability Framework, which recognized six interrelated goal areas for achieving a high quality of life and regional economic growth: transportation, water and waste water, energy and environment,



economic development, health, and education. Experience would be a physical space to explore and grow the subregion's work to advance the Framework Goals.

Purpose of this Study - Future Path for Experience:

On October 2, 2017, WRCOG's Executive Committee approved a contract with PlaceWorks consultants to perform a Feasibility Analysis (the Analysis). The Analysis will explore the viability of bringing Experience to Western Riverside County, by refining the projects goals and conducting a review of relevant models to identify the program elements that would be desired for Experience, performing an opportunities and constraints analysis of the potential host sites, developing a demand analysis for the center and a set of options for the potential governance structure, and finally, assessing the analysis components together to determine overall feasibility.

Role of the Steering Committee:

The Steering Committee will provide valuable insights and feedback at each step of the Analysis. The meetings have been strategically scheduled to coincide with major milestones, and participants will be encouraged to provide valuable information to shape the direction and conclusion of the Analysis.

Timeline:

The Analysis will span ten months, beginning in October 2017 and concluding in July 2018. The full timeline is listed in the Meeting 1 Presentation slides.

Meeting #1 Review:

The Steering Committee met for the first time on January 22, 2017. At the meeting, attendees received a thorough introduction to the Experience concept; learned of relevant models across the globe, from which Experience could draw inspiration and knowledge; discussed goals for Experience. Among the goals discussed, attendees expressed that Experience should be synergistic with WRCOG and the surrounding community (including k-12 education, colleges and universities, and businesses); Experience should provide region-wide economic and social benefits, and spur economic growth, especially by fostering economic opportunity; and Experience should tell the story of Western Riverside County—what the subregion has to offer and where it is going. Finally, the Committee initiated a discussion to draft the Mission for Experience.

Model Site Representative Presentations:

Representatives from three Southern California models: the Lyle Center for Regenerative Studies at Cal Poly Pomona, the Los Angeles Cleantech Incubator (LACI), and the Cucamonga Valley Water District's Frontier Project, presented an overview of their programs and fielded questions from attendees regarding logistics and operations.

These models provided a good sampling of the diversity that exists among these centers. The Lyle Center was an early example of sustainable development and living, modeling practices which later informed the LEED certification process. It is built on a 16-acre campus at Cal Poly Pomona and is an affiliate of the University, designed with the mission to make a "collective impact toward a sustainable future." The Lyle Center meets its goals largely through student and faculty

driven work to provide education and demonstrations, perform research, and conduct community outreach. The Center receives approximately 57% of the \$550,000 annual operating expense from State allocation, and the remaining 43% from grants, endowment, and individual donations.

LACI is an entrepreneurial incubator located at the cutting-edge, 60,000 square foot La Kretz Innovation Campus, owned by Los Angeles Department of Water and Power (LADWP). LACI is an independent nonprofit born out of a Public Private Partnership with the City of LA and LADWP. It operates under the mission to create an inclusive green economy for the City and LA region. Since 2011, LACI has served more than 70 start-ups, created more than 2,000 jobs, generated \$214 M in revenue and generated \$335 M in economic benefit for the City.

The Frontier Project was developed out of a need for the CVWD for more office space and a desire to create an additional space to demonstrate water efficient best practices to the community by creating a regional destination. Opened in 2009, the 14,000 square foot building has office space, a technology gallery, conference space, demonstration kitchen, green roof, landscape demonstration, and is LEED Platinum. The Frontier project hosts regular meetings and events and is home to the Water Works Association.

Of particular note, the speakers provided these insights:

- Given the chance to change the course of development for the Lyle Center, Dr. Brown reported that he would give greater focus to areas where a significant impact could be made. . In recent years they have shifted their focus on working with the community, particularly Pomona Unified.
- Dr. Brown also noted the challenges of being a part of the university: 1) grants received have to flow through various departments which adds an additional layer or bureaucracy; and 2) they struggle to be entrepreneurial.
- Representatives from both LACI and the Frontier project reported that their event and meeting spaces, and LACI's co-working space cannot accommodate the demand they see in terms of physical size. They recommended capacity somewhere between 300 – 400 people.
- Mr. Swords shared that while the La Kretz Innovation Campus is a significant asset, the majority of the entrepreneurs they host report that the greatest benefit of working with LACI is the opportunity to work with the Executives in Residence. Additionally, Mike shared that prior to the opening of La Kretz, LACI operated as an incubator for four years and was named the #3 incubator in the world according to University Business Incubators, emphasizing that the programming drove the success of LACI.
- Mr. Swords also noted that the success of LACI was in part a function of strategic partnerships with the Mayor's Office, County Office, LA Department of Water & Power (LADWP), State of California, Federal Government, Port of Los Angeles, Metro, Metropolitan Water District (MWD), Southern California Edison (SCE), Financial institutions (JP Morgan, Wells Fargo), and Universities (UCLA, USC, Caltech, Cal State Northridge), JPL, Los Angeles County Economic Development Corporation (LAEDC), LA Chamber of Commerce, LA Business Council (LABC), and Industry partners.
- In contrast, Ms. Farlow shared that the Frontier Project struggled to meet its funding targets because it did not have a clearly defined mission and purpose at its onset, while it set-out to be an educational resource, that was not specific and compelling enough to attract supporters.

- Representative from each Center noted staff size: The Lyle Center has a staff of 3 not including faculty, LACI 30, and Frontier 1. This is relevant in relationship to regional impact and Center success.
- All three speakers acknowledged the challenge of any building or grounds staying relevant in terms of the demonstration technology being displayed. The advice from LACI was to have a broader mission, such as inventing and building hardware which by definition adapts overtime. Dr. Brown noted that the Lyle Center was built on the principles of regeneration, not on solutions, and therefore is more timeless.

The meeting slides, including speaker slides, are included as an attachment to this summary.



Feasibility Study for EXPERIENCE – A Regional Innovation Center

Steering Committee Meeting #2
February 26, 2018

Today's Agenda

- Introduction to EXPERIENCE
- Speaker Presentations and Q&A
 - Dr. Brown - Lyle Center
 - Mike Swords - LACI
 - Kristeen Farlow - Frontier
- Open Forum
- Concluding Remarks
- Frontier Project Tour



Yesterday: Sustainability Framework



Today: The “EXPERIENCE” Concept

A Regional Innovation Center



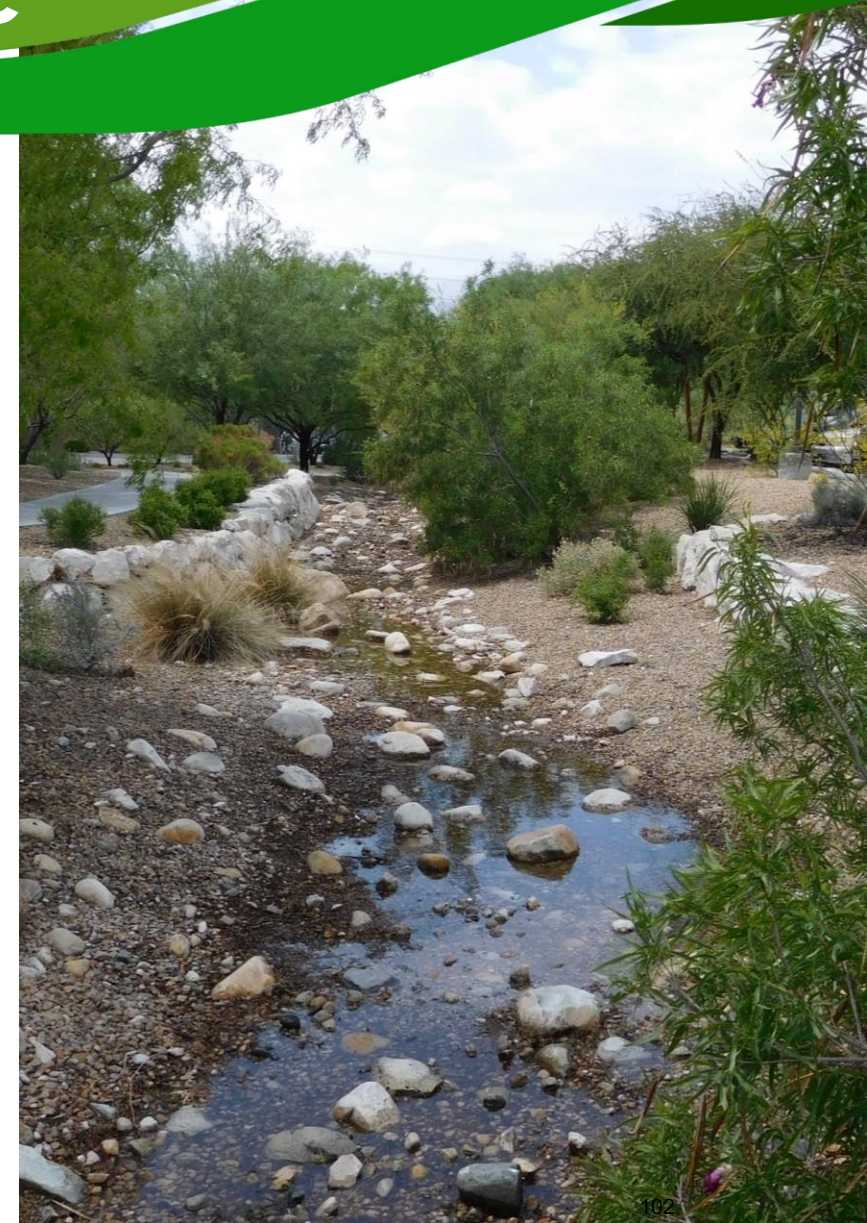
Purpose of the Study

- Define mission/goals of EXPERIENCE
- Conceptually define program and building elements
- Evaluate feasibility based on four alternative sites
- Identify potential financing and partnership arrangements

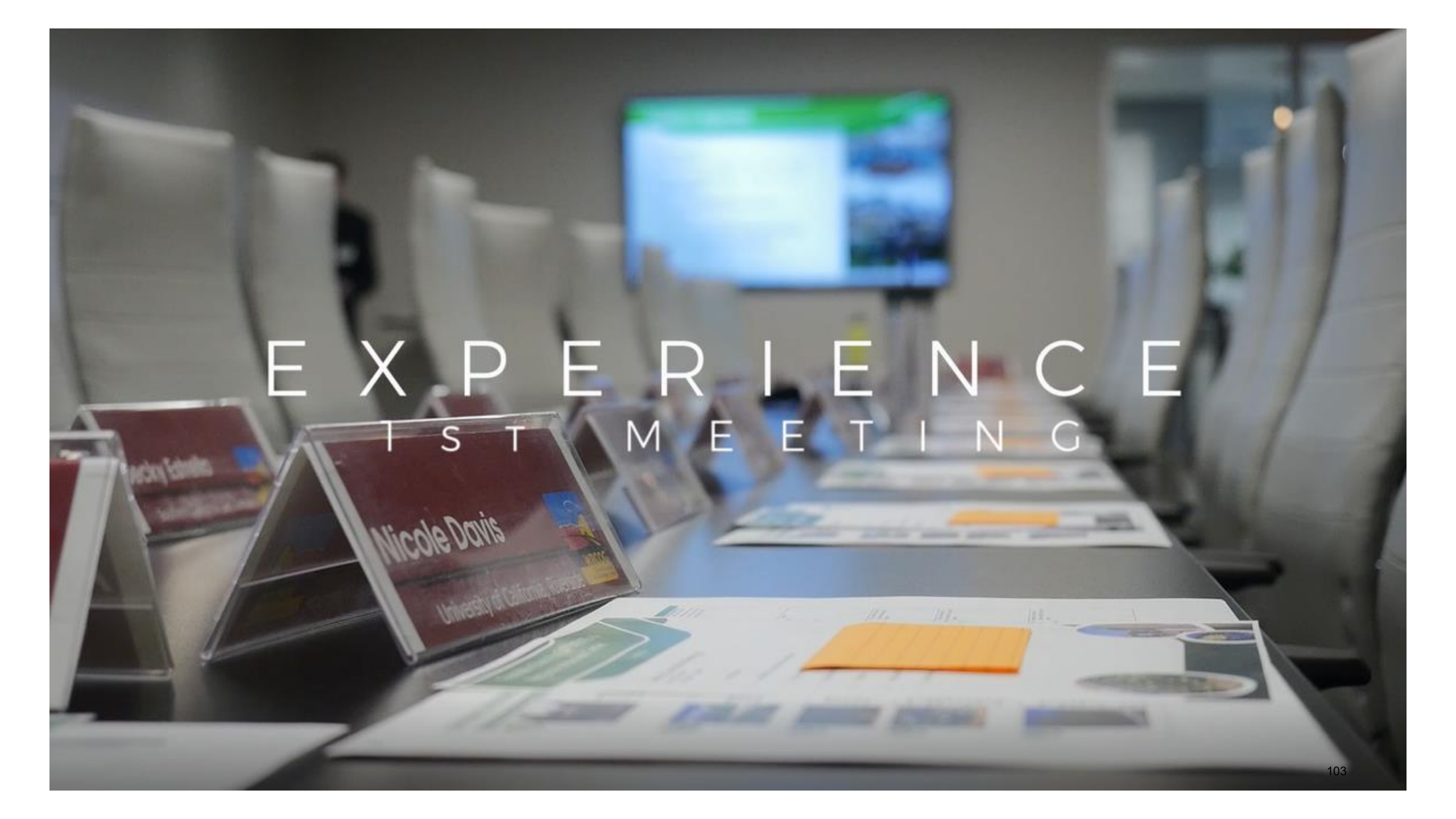


Role of the Steering Committee

- Provide input, ideas, and feedback to team
- Meeting #1 – Learn about other “centers” and establish goals for EXPERIENCE
- Meeting #2 – Q&A with other operators
- Meeting #3 – Select program elements to evaluate
- Meeting #4 – Site assessment and demand analysis
- Meeting #5 – Alternative governance, operations, and partnerships
- Meeting #6 – Final recommendations



The Springs Preserve – Creek Restoration



EXPERIENCE TEST MEETING

Speaker Presentations and Q&A



Lyle Center for
Regenerative Studies



Los Angeles Cleantech
Incubator (LACI)



Frontier Project

Kyle D. Brown, Ph.D., ASLA
Lyle Center for Regenerative Studies





A Collective Impact Toward a Sustainable Future Since 1994



Pillars of Lyle Center Mission



Education



Research



Demonstration



Outreach













A Collective Impact Toward a Sustainable Future Since 1994



Mike Swords, VP Government Relations Los Angeles Cleantech Incubator (LACI)





OUR MISSION

LACI is creating an inclusive, green economy

OUR STRATEGY

UNLOCKING INNOVATION



TRANSFORMING MARKETS



ENHANCING COMMUNITY





OUR PRIORITY AREAS

MOBILITY & GOODS MOVEMENT



CLEAN ENERGY SMART GRID



SMART CITIES



TO POSITIVELY IMPACT LA'S...

GHG EMISSIONS



AIR QUALITY AND EQUITY



JOBS & ECONOMY





UNLOCKING INNOVATION

67

START UPS
SERVED BY LACI

207

PATENTS
FILED

1500

JOBS
CREATED

\$132M

INVESTED

\$214M

IN REVENUE

\$335M

IN ECONOMIC
VALUE

History

- PPP Founded by City of LA in October 2011
- City's primary objective: To revitalize industrial core through the creation of a cleantech cluster = "Cleantech Corridor"
- Independent non-profit, run by entrepreneurs, partnering w/LADWP and the City of Los Angeles
- La Kretz Innovation Campus: 60,000sf (30,000 for LACI + 30,000 for labs/demonstration space/prototyping space + LADWP owned)

Key Stakeholders

- City of LA Mayor's Office
- LA Department of Water & Power (LADWP)
- UCLA, USC, Caltech, JPL, Cal State Northridge (CSUN)
- Los Angeles County Economic Development Corporation (LAEDC), LA Chamber of Commerce, LA Business Council (LABC)
- Los Angeles County
- State of California
- Federal Government
- Port of Los Angeles, Metro, Metropolitan Water District (MWD), Southern California Edison (SCE)
- Industry partners
- Financial institutions (JP Morgan, Wells Fargo)



Sources of Funding

- City funding
- State funding
- Federal funding
- Corporate sponsorship
- Contract for hire
- Philanthropy
- Events
- Tenant fees
- Equity stake in companies

Examples of Clean Technologies in the LACI Portfolio

- Energy efficiency
- Energy storage
- Home energy management
- Online solar marketplace
- Efficient lighting
- Advanced transportation
- Goods movement
- Water leak detection
- Electronic waste recycling
- Sustainable consumer goods
- Controlled environment agriculture



THE LA KRETZ INNOVATION CAMPUS

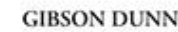
60,000 Sq. ft. – Incubator, Labs, Prototyping, Learning

La Kretz Innovation Campus

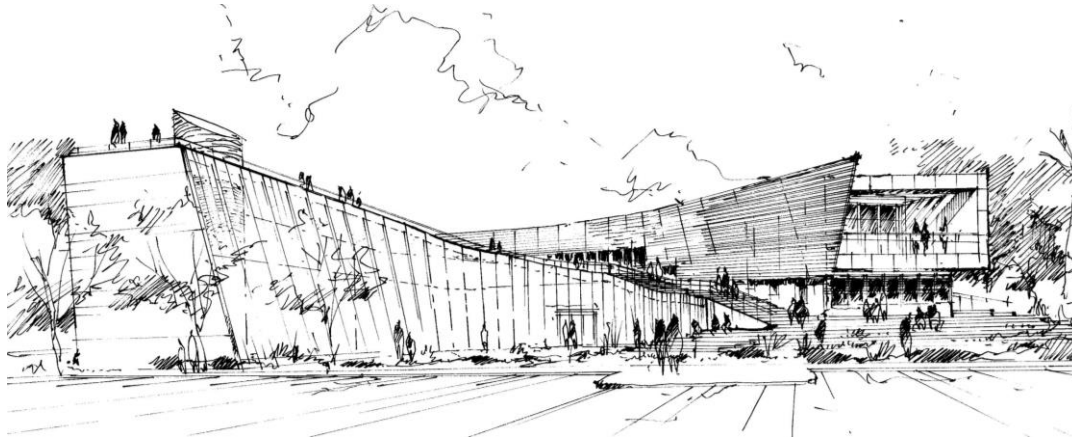
- 3.2 acre footprint
- 60,000sf under roof / 30,000sf for LACI
- LACI = 230 desks/100+ companies/organizations
- 3D print shop, water jet, robotics lab, wet lab, welding shop, electronics lab, energy efficiency lab
- Training center (40 & 32 person classrooms)
- Transportation hub
- Building will house a micro-grid/180KW solar farm, one of a kind, UV grey water system
- LADWP testing and certification lab
- Smart Home demonstration area

Partners

JPMORGAN CHASE & Co.



Kristeen Farlow, MPA - Communications & Outreach Manager Frontier Project



Frontier Project Background and History

- ▶ Regional growth provided opportunities for demonstration
 - ▶ Need for office space for staff
 - ▶ Desire to demonstrate water efficiency to the community
- ▶ Create a destination in the region
- ▶ Cucamonga Valley Water District established a non-profit foundation to lead the development

the Frontier Project

- ▶ Opened Nov. 7, 2009
- ▶ A 14,000 square foot building on a one-acre site
- ▶ Demonstration landscapes
- ▶ Office space, technology gallery, conference facilities, demonstration kitchen, green roof
- ▶ LEED® Platinum from U.S. Green Building Council



Educational Resource Center

- ▶ Meeting spot for regional training in water, electricity, and sustainable design.
- ▶ Connection to local colleges and universities.
- ▶ Connection to high school students.
- ▶ Landscape Demonstrations.
- ▶ Low-water use examples of appliances and fixtures.
- ▶ Residential trainings, special events, and tours.
- ▶ Over 10,000 visitors in the first year!



Ongoing programming

- ▶ Tours
- ▶ Annual Earth Day Celebration
- ▶ Monthly Southern California Edison Workshops
- ▶ Weekly American Water Works Association Workshops
- ▶ CVWD Workshops and Classes
- ▶ Other regional classes and trainings
- ▶ Corporate partners and sponsors



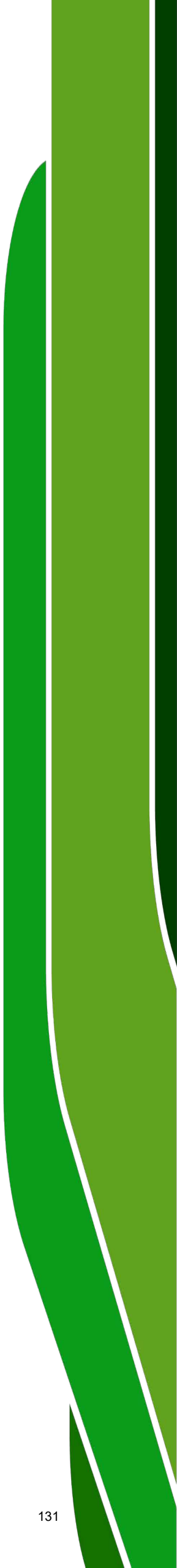
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Experience Regional Innovation
Center Feasibility Analysis Update

Attachment 3

Steering Committee Meeting #3
Presentation Slides

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Feasibility Study for Experience – A Regional Innovation Center

Steering Committee Meeting #3

March 19, 2018

Today's Agenda

- Introduction
- Debrief from Meeting #2
- Opportunities to Collaborate with Other Institutions
- Refine Mission Statement
- Define Programming



Meeting #2 Speakers: Representatives from the Frontier Project, Los Angeles Cleantech Incubator (LACI), and Lyle Center for Regenerative Studies

Meeting 2: Presentations and Tour



Lyle Center for
Regenerative Studies



Los Angeles Cleantech
Incubator (LACI)



Frontier Project

EXPERIENCE



Opportunities to Collaborate

- Build on Existing Programs
- Identify how Experience can Support (showcase, provide space, etc.)
- Build on Riverside's Strengths



UCR Industry Attraction Study

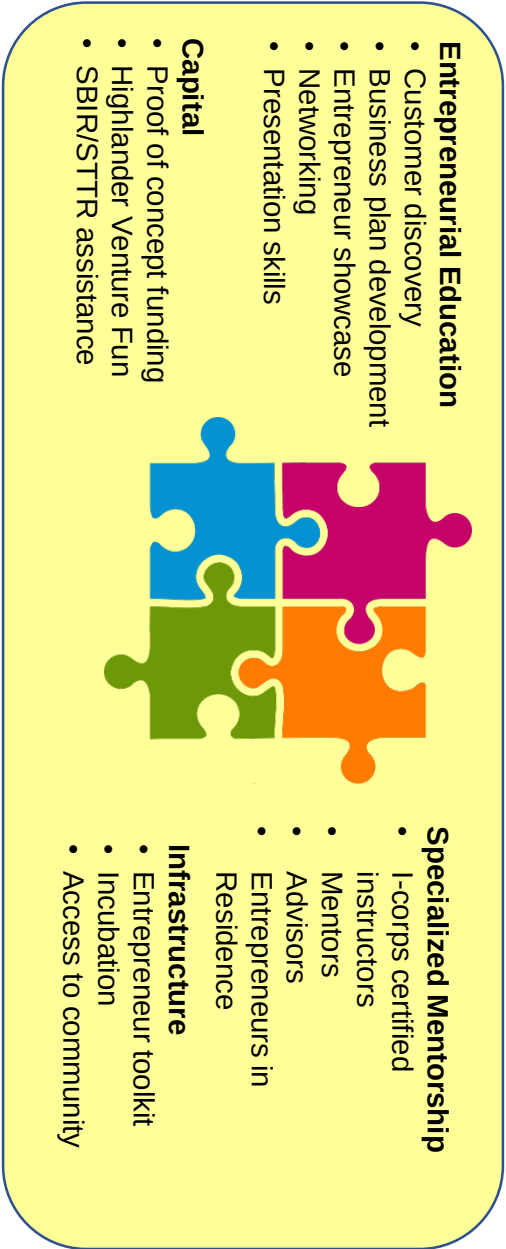
- Purpose: Capitalize on CARB
- UCR Strength's for Attracting "Clean and Green" Industries:
 - Clean Air
 - Green Energy
 - Synergies between Technology/Engineering, Agriculture and Environment
 - Transportation & Intelligent Systems
 - Healthcare

UCR Industry Attraction Study

Key Steps

- Retain Homegrown Talent
- Reach out to Existing Partners (with license agreements, etc.)
- Engage Firms with Research Compatibility

Innovation and Entrepreneurship











Training

Coaching

Access to Funding

Incubation

- UCR has developed an integrated approach to the commercialization of early stage technology.
- It has led to securing federal, state and private funding to expand services to small businesses in the whole region.

UCR/EXPERIENCE Potential

- Potential to showcase/demonstrate innovations
- Need for more co-working space
- Need for more lab space for research, prototyping, etc.

In Summary:

EXPERIENCE could be the “Public Face” of what is happening in the academic & business world related to innovation.



Partners in Education

Ronald W. Sullivan, Board of Directors

Paul D. Jones II, P.E., General Manager

March 19, 2018

EXPERIENCE

A place that helps position our region for the future by connecting people to education, collaboration, and opportunities that address the region’s challenges and optimize its riches



Educational Partnerships:

Higher Education Partnerships

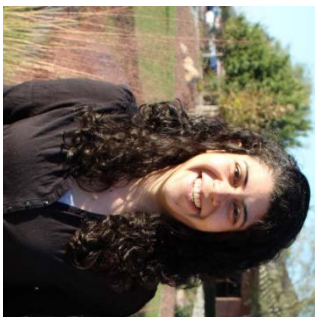
- Mount San Jacinto College
 - Water Technology Classes at EMWD
- Cal State San Marcos, Temecula
 - Environmental Leadership Institute Advisory Board
 - Environmental Leadership Academy
- University of California, Riverside
 - Research partnerships on rate structure, recycled water quality study
 - Intern partnerships with School of Public Policy
- University of California Cooperative Extension
 - Partnership with Master Gardeners
 - Partnership with School of Public Policy



Educational Partnerships: College Students and Graduates

- Paid Internships for College Juniors and Seniors
(More than 150 interns since 1991)

- Paid CivicSpark Water Corps Fellowship for Graduates
A Governor’s initiative AmeriCorps program for local governments to build capacity to address community resilience issues such as water resource management and climate change



Educational Partnerships: K-12 Schools

- 11 school districts (125+ schools)
- Programs (reach 60,000 students/year)
 - In-services and field trips
 - Wetlands education center
 - Water district facilities tours
 - Interagency activities
 - Solar Cup Boat Building
 - Write-Off Contest
 - School and community gardens
 - Water bottle fill stations
 - Orange Vista High School, Perris (Viticulture Program underway)



Educational Partnerships:

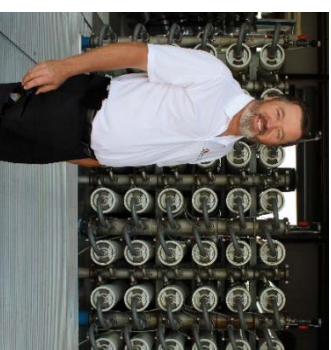
Youth Ecology Corps Work Experience (Ages 18-24)

- In Partnership with Riverside County Workforce Development Board
- Three Youth Opportunity Centers (150+ youth since 2013)
 - ResCare, Moreno Valley
 - ResCare, Perris
 - California Family Life Center, Hemet
- Programs
 - Office and field assistants
 - “Water 101” workshops / tours
 - Professional development



Educational Partnerships: The Business and Civic Community

- Water Leaders Academy - Engages Civic and Elected Leaders
- The Business Outreach Program
 - Encourages local contractors and vendors to bid on EMWD projects / contracts
 - \$398 Million Capital Improvement Program



The Immediate Region's Challenges and Riches

147

Challenges

- Trade schools
- Science, Technology, Engineering, Art, and Math Stimuli
- Career paths
 - Entry level jobs that lead to careers / self-sufficiency
 - High paying professional jobs
- Meeting space for large audiences

Riches

- Accessibility to major transportation network
- High visibility and connectedness
- Engaged K-12 education
- Community colleges and 4-year colleges
- Diversity
- Growing economy and population
- Room to grow!

Regional Opportunity

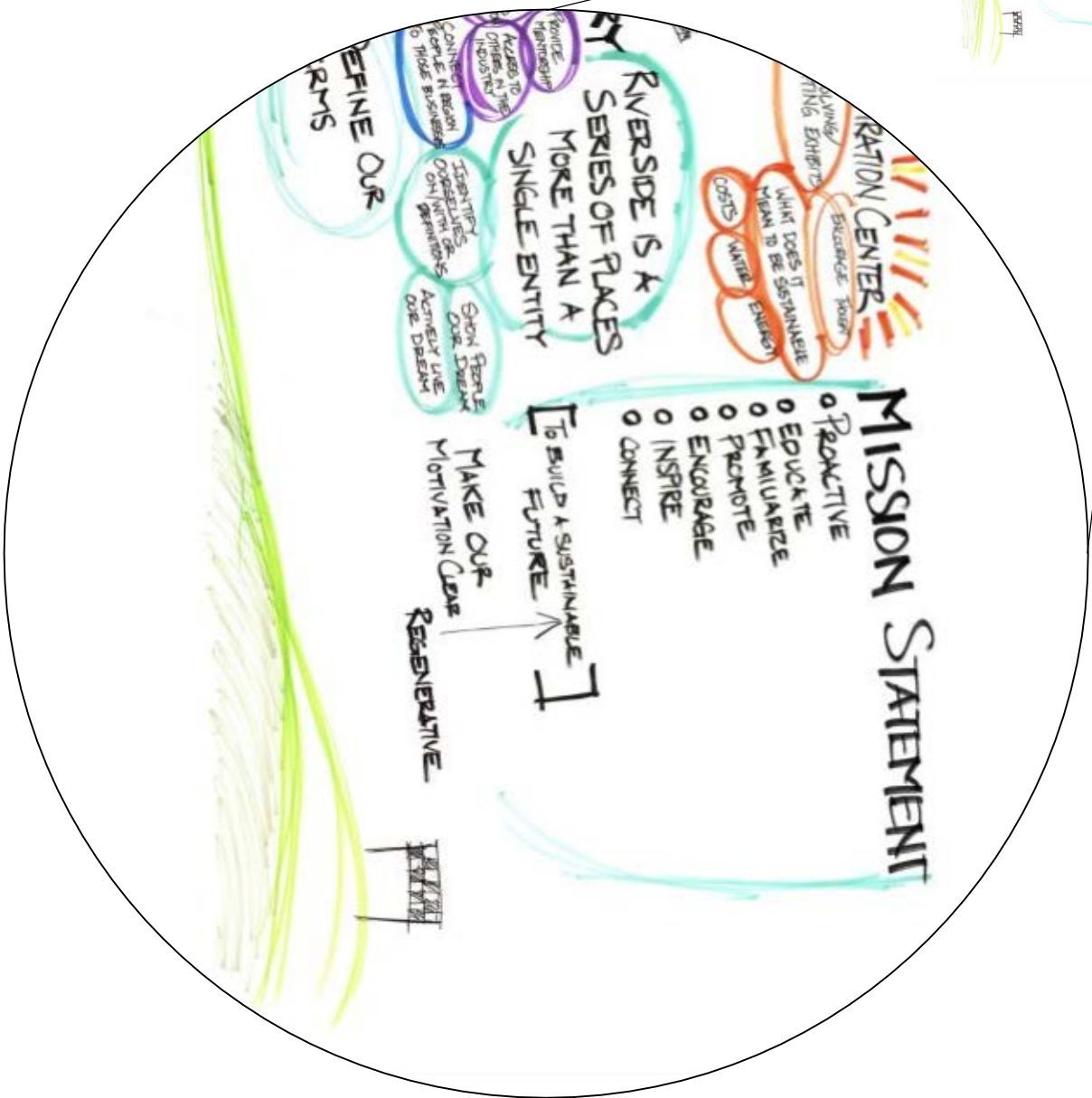
- EMWD is located in an area only 38 percent built out
- Tremendous opportunity to influence how the region will develop
- This will affect not only contiguous Inland Empire areas...
- It will affect surrounding counties, as well





Contact Information

Ronald W. Sullivan, Board of Directors
Paul D. Jones II, P.E., General Manager
(951) 928-3777



*what [inspire and
bring] inspiration and innovation to every athlete in the world.*
who [every athlete]

*what [inspire and nurture] means [cup]
Starbucks: To inspire and nurture the human spirit – one person, one cup and one
neighborhood at a time. Beyond [human spirit]*

*who [customers]
Amazon: To be the most customer-centric company in the world, where people can find
and discover anything they want to buy online.*

*what [trading platform]
Ebay: Provide a global trading platform where practically anyone can trade practically
anything. who [customers]*

Lyle Center: *a collective impact toward a sustainable future, convening diverse groups thinkers committed to catalyzing pro-environmental change by matching technology and needs.*

why [sustainable future] how [convening thinkers]
Means [matching technology and needs]

Chevron: *To be the global energy company most admired for its people, partnership, and performance.*

who how [?]
why [to be admired]

PIE: *To serve as a curated co-working space, a community event space, a start-up accelerator, a flashpoint for corporate innovation, and a home away from home for start-ups*

who means
Patagonia: *Build the best product, cause no unnecessary harm, use business to inspire and implement solutions to the environmental crisis.*

why [env crisis solutions]

Sea Sheppard: *end the destruction of habitat and slaughter of wildlife
conserve and protect ecosystems and species.*

How?
why [conserve and protect]

Emotional
About something greater than the organization
Mission & Vision
Succinct
Direct

Microsoft: *To empower every person and every organization on the planet to achieve more*

how [implied - software]
why [MS wants you achieve more]

Draft Mission Statement

Experience is a place that connects our public, private, nonprofit, and education leaders to harness knowledge capital, attract growth industries, accelerate technologies, and spur economic development. Experience draws and inspires our community to learn and be engaged in innovations to improve our world.

Indoor and Outdoor Programming

Purpose: To select/prioritize program elements to be evaluated

- Demand Analysis
- Financial Underpinnings Analysis
- Site Feasibility
- Governance/Partnership/Operations Evaluation

Next Meeting

- May 21st, 11 am – 1 pm
 - Present Opportunities and Constraints of the 4 Sites
 - Present Demand Analysis

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Western Riverside Council of Governments Technical Advisory Committee

Staff Report

Subject: Regional Streetlight Program Activities Update

Contact: Tyler Masters, Program Manager, tmasters@wrcog.us, (951) 405-6732

Date: April 19, 2018

The purpose of this item is to update the Committee on the Western Riverside County Streetlight acquisition process and to update the Committee on the April 2, 2018, Executive Committee approval that authorized the Executive Director to enter into contract negotiations with California Electric Supply and General Electric.

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: 1) streetlight inventory; 2) procurement and retrofitting of streetlights; and 3) ongoing operations and maintenance. A major objective of the Program is to provide cost savings to participating member jurisdictions.

Background

At the direction of the Executive Committee, WRCOG developed a Regional Streetlight Program that will allow jurisdictions (and Community Service Districts) to purchase streetlights within their boundaries that are currently owned and operated by SCE. Once the streetlights are owned by the member jurisdiction, the lamps will be retrofitted to Light Emitting Diode (LED) technology to provide more economical operations (i.e., lower maintenance costs and reduced energy use). Local control of the streetlight system provides jurisdictions with opportunities for future revenue generation such as digital-ready networks and telecommunications and information technology strategies.

Regional Streetlight Acquisition Process

11 jurisdictions (listed below) have moved forward and signed Purchase and Sales Agreements to acquire current SCE-owned streetlights within their jurisdictional boundaries. Collectively, these account for nearly 48,000 streetlights within Western Riverside County. This Agreement includes the terms and acquisition price for the sale of the streetlights for each jurisdiction. In June 2017, SCE presented participating cities with a first, and only, amendment to its Purchase and Sales Agreements, which included two changes to the original agreement. The first is a minor change in the overall price of the streetlight systems to include the additional depreciation of the streetlight systems from the original 2015/2016 valuation. The second includes an increase in the transition cost, from \$30.00 per pole to \$32.15 per pole. The transition cost component of the Agreement includes the time and materials that SCE's contractor will take during the acquisition and transition process when converting a streetlight from SCE-ownership to jurisdictional-ownership. The Cities of Perris, San Jacinto, and Wildomar, and the Jurupa Community Services District (JCSD) did not receive an amendment to their Purchase and Sales Agreement because the updated transition cost was already included in their Agreement. Once each Agreement is signed by the jurisdiction, SCE will transmit the Agreement to the California Public Utilities Commission (CPUC) for review and approval.

In 2017, three jurisdictions' (Cities of Eastvale, Murrieta, and Temecula) Streetlight applications entered the CPUC's review process. The Cities of Eastvale (on 12/8/17) and Murrieta (on 9/29/17) received CPUC approval on its applications. The City of Temecula will receive its approval in the second quarter of 2018 (the City goes through a longer approval process because it has an acquisition cost of over \$5 million and requires a formal filing process within the CPUC).

On March 11, 2018, the City of Lake Elsinore and JCSD's streetlight applications were approved by the CPUC. Additionally, during the week of March 26, 2018, the Cities of Hemet, Moreno Valley, Perris, San Jacinto, and Wildomar received approval of their streetlight applications by the CPUC. The Program now has nine jurisdictions that have received CPUC approval and staff will continue to monitor the status of the remaining two jurisdictions.

The table below provides the status for each jurisdiction participating in the Program and is subject to change as SCE and CPUC progress through the approval processes. WRCOG staff will continue to update the progress as jurisdictions reach each milestone.

	City approves agreement to purchase streetlights	City approves amendment to PSA	SCE executes agreement	SCE sends to CPUC	CPUC approves streetlight transfer	City approves program participation
Eastvale	4/12/2017	7/25/17	✓	✓	12/8/2017	
Hemet	3/14/2017	9/11/2017	✓	✓	3/31/2018	
JCSD	3/13/2017	N/A	✓	✓	3/11/2018	
Lake Elsinore	1/24/2017	8/17/2017	✓	✓	3/11/2018	
Menifee	2/15/2017	3/7/2018				
Moreno Valley	3/21/2017	10/16/17	✓	✓	3/31/2018	
Murrieta	3/7/2017	7/11/17	✓	✓	9/29/2017	12/19/2017
Perris	3/28/2017	N/A	✓	✓	3/31/2018	
San Jacinto	3/28/2017	N/A	✓	✓	3/31/2018	12/19/2017
Temecula	2/28/2017	5/30/17	✓	✓	Est. Q2 2018	
Wildomar	3/8/2017	N/A	✓	✓	3/31/2018	

As part of the next step of the Program, WRCOG staff will work with each jurisdiction to identify and pursue action on the Regional Program Participation Package. The Program Participation Package will allow jurisdictions to select the various components that they would like to receive as part of the Program. The components include 1) Financing, 2) Operation & Maintenance, and 3) Retrofit. Staff will be working with each jurisdiction to coordinate the Program Participation Package approval at upcoming City Council / Board meetings.

Streetlight Request for Quotation (RFQ) – LED Fixture Selection

On September 21, 2017, WRCOG released an RFQ to solicit suppliers interested in providing WRCOG's member jurisdictions with LED lights for the replacement of jurisdiction-owned streetlights, which is a primary goal of the Program.

On December 21, 2017, the Quotation due date, staff received proposals from 11 different lighting vendors. Staff formed an Evaluation Committee consisting of WRCOG's financial consultant (PFM), O&M contractor (Siemens), and interested jurisdictions involved in the Program.

On January 16, 2018, the Evaluation Committee met to review the proposals for LED lighting fixtures and identify the best qualified fixture(s) for the subregion's street lighting needs. The workshop consisted of the analysis of each proposal as requested of the RFQ. Evaluation criteria included lighting analysis, LED fixture storage / shipment, proposer capabilities / experience, scheduling capacity, and project cost. A second meeting was scheduled to evaluate the technical lighting analysis of proposers in greater detail.

On February 26, 2018, the Evaluation Committee met again to review the results of the lighting analysis and to identify the preferred lighting fixture that will be implemented as part of the Program. The lighting analysis consisted of evaluating the wattage / energy efficiency and lighting output, cost comparison, and reference checks of proposers. During the meeting, jurisdictional staff presented on the following items to be taken into account for selection:

1. Incentive / rebate potential – Evaluation Committee members would like to select a fixture that is Design Light Consortium (DLC) approved. As part of the rebate process, SCE will only provide rebates on lighting fixtures that are DLC qualified. This is the standard practice that is used for rebate processing.
2. Lighting analysis – Evaluation Committee members would like to select a fixture that meets or exceeds current lighting systems, mitigates light pollution, and prevents unnecessary scattering of light into resident's yards and bedroom windows, for example.
3. Project cost – Jurisdictions would like to select a fixture that is cost effective, but also energy efficient, with potential to yield long-term utility bill savings.

Per the final analysis and recommendation of the Evaluation Committee, the selected lighting fixture is General Electric (GE), which is provided by its local distributor, California Electric Supply. GE's fixture was selected by the Evaluation Committee as it best fit the following requirements: 1) cost effectiveness, 2) lighting output, 3) warranty, and 4) energy efficiency.

Staff presented the Evaluation Committee's finding at the March 15, 2018, TAC meeting and at the April 2, 2018, Executive Committee meeting. The Executive Committee approved the requested action and authorized the Executive Director to enter into contract negotiations with California Electric Supply and General Electric. Per this action, staff are in coordination with California Electric Supply and General Electric. The contract will be brought back to the Executive Committee in June to finalize and execute.

Prior Actions:

April 2, 2018: The Executive Committee authorized the Executive Director to enter into contract negotiations with the Evaluation Committee's recommended LED fixture providers, California Electric Supply and General Electric.

April 12, 2018 The Public Works Committee received and filed.

Fiscal Impact:

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

Attachment:

None.

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Western Riverside Council of Governments Technical Advisory Committee

Staff Report

Subject: WRCOG Committees and Agency Activities Update

Contact: Rick Bishop, Executive Director, rbishop@wrcog.us, (951) 405-6701

Date: April 19, 2018

The purpose of this item is to update the Committee on noteworthy actions and discussions held in recent standing Committee meetings, and to provide general project updates.

Requested Action:

1. Receive and file.

Attached are summaries of actions and activities from recent WRCOG standing Committee meetings that have taken place since the March 2018 Executive Committee meeting.

Prior Action:

April 2, 2018: The Executive Committee received and filed.

Fiscal Impact:

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

Attachments:

1. WRCOG Committees Activities Matrix (Action items only).
2. Summary recaps from recent Committee meetings.

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Item 6.H

WRCOG Committees and Agency
Activities Update

Attachment 1

WRCOG Committees Activities Matrix
(Action items only)

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<u>WRCOG Committees</u> <u>Activities Matrix</u> <u>(Action Items Only)</u>		<u>Executive</u> <u>Committee</u>	<u>Administration &</u> <u>Finance Committee</u>	<u>Technical Advisory</u> <u>Committee</u>	<u>Planning Directors</u> <u>Committee</u>	<u>Public Works</u> <u>Committee</u>	<u>Finance Directors</u> <u>Committee</u>	<u>Solid Waste</u> <u>Committee</u>
Date of Meeting:		3/5/18	Did not meet	3/15/18	3/8/18	Did not meet	Did not meet	Did not meet
Current Programs / Initiatives:								
	Regional Streetlights Program	Received and filed.		Received and filed.	n/a			
	Property Assessed Clean Energy (PACE) Programs	1) Received WRCOG PACE Program Summary; 2) supported the Administration & Finance Committee's recommendation to approve the 1st Amendment to the Master Bond Purchase Agreement between WRCOG and Renovate America to increase the bond reserve amount from 0.075% to 0.25%; 3) supported the Administration & Finance Committee's recommendation to approve the 2nd Amendment to the Professional Services Agreement between WRCOG and David Taussig & Associates to modify their compensation from \$10 to \$20 to cover their costs of doing business; 4) adopted WRCOG Resolution Number 06-18; and 5) adopted amended WRCOG Resolution Number 03-18;		Received and filed.	n/a			
	Community Choice Aggregation (CCA) / Western Community Energy	n/a		Received and filed.	n/a			
	TUMF	n/a		n/a	n/a			
	Fellowship	n/a		n/a	n/a			
New Programs / Initiatives:								
	EXPERIENCE	n/a		n/a	Received and filed.			

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Item 6.H

WRCOG Committees and Agency
Activities Update

Attachment 2

Summary recaps from recent
Committee meetings

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Western Riverside Council of Governments Executive Committee Meeting Recap March 5, 2018

Following is a summary of key items discussed at the last Executive Committee meeting. To review the full agenda and staff reports for all items, click [here](#). To review the meeting PowerPoint presentations, click [here](#).

Renovate America Fiscal Year 2015/2016 Operational Analysis

- Per WRCOG's PACE Consumer Protection Policies, WRCOG conducted an operational analysis of Renovate America, the HERO Program PACE Provider. Baker Tilly was the firm retained to conduct the analysis.
- There were a total of 114 testing requirements outlined in the Scope of Work, of which 61 were sample-based transaction testing and 53 were based on an evaluation of Renovate America's processes compared to the applicable Consumer Protection Policy.
- To demonstrate a thorough analysis, 5,274 individual transaction tests were performed across the 61 requirements. The results show that 99%, or 5,223 testing points met the requirements of the applicable Consumer Protection Policy.
- Baker Tilly made 7 observations in the transaction testing and 4 observations in the Program Process. WRCOG. It should be noted that during the reporting period, Renovate America made a number of enhancements which included additional scrutiny on contractor participation, enhanced confirmed terms calls with property owners, and ensuring the automated system developed to approve projects is accurate. Due to the changes, many of the observations have been addressed.

Impacts of Automation – Report from University of Redlands

- Researchers from the University of Redlands spoke on how data on future jobs that will likely become automated will impact Riverside County's economic industries and employment.
- Automation and the advance of robotics will have heavy impacts on many of Riverside County's core industries, including: service, retail, logistics, and manufacturing. The data projects that 60% of this region's jobs are at risk of becoming automated. According to the researchers, the Inland Region is regarded to be the 4th most vulnerable region in the country to the impacts of automation.
- Due to consequences such as increased unemployment, workforce dissatisfaction, and homelessness, researchers recommend that public officials get a head start in preparing for these issues.
- Strategies include continuing to evaluate automation risks by sector, preparing public safety infrastructure for addressing homelessness issues, analyzing impacts on local tax structure, and conducting inventory of educational facilities and infusing the automation conversation into future workforce development efforts.

FY 2017/2018 2nd Quarter Budget Amendment

- The Committee approved minor budget amendments for the Agency's 2nd Quarter, which included small adjustments to the Administration, Government Relations, Transportation, Energy, and Environment Departments. In each Department budget, there was no net increase in expenditures.

Cajalco Road / I – 15 Interchange TUMF Agreement

- The Committee approved a Memorandum of Understanding (MOU) with the City of Corona and Riverside County Transportation Commission issuing a TUMF credit to a developer in Corona in exchange for the developer's monetary contributions to a TUMF facility; in this case the Cajalco Road / I 15 Interchange will be constructed at the sole cost of the developer.

Regional Streetlight Program Advances

- Through the Regional Streetlight Program, WRCOG will help 11 jurisdictions acquire their Southern California Edison (SCE)-owned streetlights (nearly 48,000 in total) and retrofit them to energy efficient LED bulbs.
- These 11 jurisdictions are currently in the process of securing necessary approvals from the California Public Utilities Commission (CPUC), after which the transfer of SCE streetlights to local control will take place.
- Concurrently, staff are working with jurisdictions to select the best LED technologies that will be used in the retrofit of all eligible streetlights in the subregion, achieving improved visibility, public safety, energy efficiency, and utility cost savings.

Upcoming Events

- March 7, 1:00 p.m.: The League of California Cities and the California State Association of Counties will host a webinar regarding their joint report on homelessness. The report is available [online](#).
- March 12, 5:30 p.m.: The League of California Cities – Riverside Division dinner will be held in Canyon Lake. RSVP [here](#).
- March 20, 9 a.m. to 1 p.m.: WRCOG, in partnership with the League of California Cities and the Davenport Institute for Public Engagement at Pepperdine University will host a workshop on Technology and Public Engagement. The workshop will be facilitated by Pete Peterson, Dean of the Pepperdine School of Public Policy. The location will be announced this week, and the cost is \$30. RSVP [here](#).
- May 11, 8 a.m. to 12 p.m.: WRCOG, in conjunction with the Contra Costa Transportation Commission, will hold a tour of the Contra Costa County autonomous vehicle testing facility. The tour is free for WRCOG Executive Committee members. RSVP [here](#).
- June 21, 4 p.m. to 9 p.m.: WRCOG will host its 27th Annual General Assembly & Leadership Address featuring Steve Forbes at Morongo, free for WRCOG member jurisdictions. RSVP [here](#).



Western Riverside Council of Governments Technical Advisory Committee Meeting Recap March 15, 2018

Following is a summary of key items discussed at the last Technical Advisory Committee meeting. To review the full agenda and staff reports for all items, click [here](#). To review the meeting PowerPoint presentations, click [here](#).

Regional Streetlight Program Advances

- Through the Regional Streetlight Program, WRCOG will help 11 jurisdictions acquire their Southern California Edison (SCE)-owned streetlights (nearly 48,000 in total) and retrofit them to energy efficient LED bulbs.
- These 11 jurisdictions are currently in the process of securing necessary approvals from the California Public Utilities Commission (CPUC), after which the transfer of SCE streetlights to local control will take place.
- Concurrently, staff are working with jurisdictions to select the best LED technologies that will be used in the retrofit of all eligible streetlights in the subregion, achieving improved visibility, public safety, energy efficiency, and utility cost savings.

BEYOND Program – Spotlight on Regional Cancer Services Task Force

- The BEYOND Program is providing \$4.1 million in funding for local economic development and sustainability projects through Round I (\$1.8 million) and Round II (\$2.3 million) of the Program, with over 20 projects completed thus far. Staff is launching a campaign to spotlight completed BEYOND projects to share successes and lessons learned with the region, beginning with the Regional Cancer Services Task Force (Task Force).
- The Task Force was a joint effort between five jurisdictions (the Cities of Lake Elsinore, Menifee, Murrieta, Temecula, and the County of Riverside) who pooled their BEYOND Round II resources and convened to identify opportunities to support the region's cancer patients by reducing their need to travel outside of the area for premiere treatment.
- The Task Force accomplished many goals, including achieving accreditation for Loma Linda Hospital in Murrieta from the American Cancer Society, and is going to continue meeting after the term of the BEYOND funds expire to continue its work in the subregion.

Public Service Fellowship

- The Fellowship launched in 2016 and is administered by WRCOG in partnership with the University of California, Riverside (UCR), California Baptist University (CBU), and, beginning in 2018, California State University, San Bernardino (CSUSB).
- Round I placed 17 Fellows in member agencies for an intensive, 9 month learning experience, and to staff's knowledge, nearly all alumni Fellows are gainfully employed, with at least eight working for public agencies in Riverside County.
- Round II Fellowships conclude in April 2018, and of the 19 Fellows placed in member agencies, several have already been hired or are in the process of securing employment locally.

- The Executive Committee previously allocated funding for the Fellowship to continue, and TAC members are asked to submit interest forms to cmejia@wrcog.us requesting a Round III Fellow by March 30, 2018. Round III Fellows will begin work in their host agencies in July 2018.

Santa Ana Municipal Separate Storm Sewer System (MS4) Permit Compliance

- Riverside County Flood Control and Water Conservation District provided their bi-annual update to the TAC members on MS4 permit compliance and other mandates for addressing stormwater management in the region.
- These permits, issued pursuant to the federal Clean Water Act, are designed to protect local lakes, rivers and streams from pollution (such as sediment, oils, grease, fertilizers, animal and human waste, trash and dissolved metals) associated with urban land use.
- WRCOG staff is working closely with Flood Control on alternative approaches to cost-effectively address stormwater management in Western Riverside County.

Alternative Compliance Program (ACP)

- Under new more stringent stormwater management regulations, Regional Water Quality Control Boards (RWQCB) may allow alternative compliance programs for jurisdictions to implement in response to these new regulations.
- WRCOG convened an effort to explore the feasibility of an ACP in the subregion, and will be drafting an ACP Guidance Manual, which will include information pertinent to ACP components, such as document recording, credit / deficit recording, collecting fee-in-lieu and annual fees, and assuring ongoing maintenance and compliance.
- The next step is to examine potential options for implementing an ACP in the Santa Ana Watershed region.

Upcoming Events

- May 11, 8 a.m. to 12 p.m.: WRCOG, in conjunction with the Contra Costa Transportation Commission, will hold a tour of the Contra Costa County autonomous vehicle testing facility. The tour is free for WRCOG Executive Committee members. RSVP [here](#).
- June 21, 4 p.m. to 9 p.m.: WRCOG will host its 27th Annual General Assembly & Leadership Address featuring Steve Forbes at Morongo, free for WRCOG member jurisdictions. RSVP [here](#).



Western Riverside Council of Governments Planning Directors Committee Meeting Recap March 8, 2018

Following is a summary of key items discussed at the last PDC meeting. To review the full agenda and staff reports for all items, click [here](#). To review the meeting PowerPoint presentations, click [here](#). For additional information, contact Andrea Howard at ahoward@wrcog.us or (951) 405-6751.

Affordable Housing Package Follow-up

- In follow-up to a presentation received in January, members received additional information and clarifications regarding the requirements and funding opportunities established by bills in the 2017 Affordable Housing Package.
- The California Department of Housing and Community Development (HCD) clarified that under Assembly Bill (AB) 879, HCD is responsible for conducting a state-wide study to assess the reasonableness of fees; local jurisdictions are not responsible for this.
- Every jurisdiction must prepare an annual progress report on the jurisdiction's status and progress in implementing its housing element, due April 1 of each year (covering the previous calendar year). Under AB 879, Annual Progress Reports covering calendar year 2018 and beyond will require additional information. Note, calendar year 2017 progress reports, due April 1, 2018, will use the old form.
- Information was shared regarding the details and anticipated timing of funding availability through Senate Bill (SB) 2, Building Homes and Jobs Act, and SB 3, Veterans & Affordable Housing Bonds Act.
- Members directed staff to coordinate a workshop, facilitated by HCD, regarding how to properly implement all legislation included in the Housing Package.

Regional Housing Element

- Members received a presentation on the potential applications of a regional housing element for the WRCOG Subregion, as an option for the 6th Regional Housing Needs Allocation (RHNA) Cycle.
- Three models exist for regional housing element applications: (1) a single plan is developed for a region, (2) a regional framework is used to guide development of individual plans, and (3) a single regional plan is developed from local plans and processes.
- A case study was presented on use of the single regional plan application, led by Fresno COG, which resulted in certified housing elements for each of the 13 participating jurisdictions.
- Benefits of a regional element include cost savings, streamlining, regional consistency, and increased collaboration.
- Members discussed the potential challenges and opportunities of a regional plan and directed staff to return with additional information.

Assistance to Local Jurisdictions on SCAG RTP/SCS Data Review

- SCAG prepared draft [Data / Map Books](#) for each jurisdiction, which will inform the development of the 2020 RTP/SCS and 6th Cycle RHNA. Jurisdictions are asked to provide input on this data by October 1, 2018.
- WRCOG is utilizing its on-call consultants to assist local jurisdictions with the data review process, up to a certain cost to WRCOG.

- To receive assistance, local jurisdictions will submit a form indicating what type of assistance is needed. The form can be downloaded [here](#) and should be submitted by April 6, 2018.

Experience Regional Innovation Center Feasibility Analysis Update

- Staff introduced the concept of “Experience,” a regional innovation center that would be an outgrowth of the WRCOG Economic Development and Sustainability Framework.
- WRCOG is in the midst of performing a Feasibility Analysis to assess the viability of bringing Experience to life.
- To guide the Feasibility Analysis, staff convened a Steering Committee, composed of Executive Committee members, member agency staff, and regional stakeholders, which has met twice and will convene four more times over the next five months to provide feedback at major milestones of the Analysis.
- Staff will return to PDC with regular updates on the Analysis’ progress.

Next Meeting

- The next meeting of the WRCOG Planning Directors Committee will convene on Thursday, April 12, 2018 at WRCOG’s office, located at 3390 University Avenue, Suite 450, Riverside.



Western Riverside Council of Governments Technical Advisory Committee

Staff Report

Subject: Western Riverside Energy Partnership Activities Update

Contact: Tyler Masters, Program Manager, tmasters@wrcog.us, (951) 405-6732

Date: April 19, 2018

The purpose of this item is to provide the Committee with information on the 2018 City Tier Updates, 2018 Direct Install Program, 2018 Statewide Energy Efficiency Forum, and the 2018 Cool Planet Award application.

Requested Action:

1. Receive and file.

The Western Riverside Energy Partnership (WREP) responds to Executive Committee direction for WRCOG, Southern California Edison (SCE), and SoCal Gas to seek ways to improve marketing and outreach to the WRCOG subregion regarding energy efficiency. WREP is designed to help local governments set an example for their communities to increase energy efficiency, reduce greenhouse gas emissions, increase renewable energy usage, and improve air quality.

2018 City Tier Updates

One of the main goals of the Partnership is to assist participating member cities in identifying and implementing qualified energy efficiency measures within municipal facilities, and by doing so saving more energy and reducing its Utility bills. The more energy savings a member jurisdiction achieves, the further they can progress in the tier structure developed by SCE. The SCE tier structure is comprised of four levels: Value, Silver, Gold, and Platinum. All jurisdictions start at Value level and in order to move on up in tier level status, member cities must complete several community requirements and implement energy efficiency projects to help reach their goal of kWh saved. As members progress through the tiers, they unlock additional incentives and rebate opportunities when implementing future energy efficiency projects. While SoCal Gas does not operate a tier structure to provide member jurisdictions additional incentives for projects, the member jurisdictions do receive enhanced incentives for participating in the Partnership. The incentives for Gas projects are based off project type, cost and savings.

As of Quarter 1 in 2018, the following Cities achieved a higher tier status:

- City of Hemet advances from Gold to Platinum
- City of Murrieta advances two tier levels from Value to Gold
- City of Wildomar advances from Silver to Gold

The projects that assisted the cities to achieve higher tier levels included the installation of interior / exterior LED lighting, LED safety light retrofits, and installation of occupancy sensors in municipal facilities. The total kWh saved for all three member cities was over 240,000 kWh. This savings amount is equivalent to CO₂ emissions from about 27 home's electricity use for one year (data from EPA Greenhouse Gas Equivalencies Calculator <https://www.epa.gov/>). WREP will continue to work with jurisdictional staff throughout 2018 to

continue identifying / implementing energy projects as well as assist with community outreach programs to help each member move up the SCE tier level in order to receive higher incentives.

2018 Direct Install Program

In recent years, SCE worked with Local Government Partnerships such as WREP to implement its Direct Install (DI) Program, which provides both municipal facilities and commercial businesses the opportunity to receive no-cost energy efficiency measures through a consultation by a certified SCE vendor. Measures implemented as part of this DI program include the following items: energy efficient lighting, plug load occupancy sensor, open / close LED signage, and lighting occupancy sensor (wall-mounted motion sensing light switch).

For 2018, both SCE and SoCal Gas are working on a joint DI Program that will be offered to municipal facilities and commercial businesses. The electricity saving measures that will be provided include interior LED lighting, variable speed pool pumps, auto-door closer for cooler and freezers, and insulation for bare suction pipes. Gas savings measures will also be included, but the list of measures is still in development. Participation in the DI Program is simple, as jurisdictions need only to provide the account number and service address for any facilities under both SCE and SoCal Gas to enroll.

Staff will work with member jurisdictions to solicit participation in the 2018 Program and will assist with the development of facility lists to aid the certified SCE and SoCal Gas consultants with their audit on the facilities.

2018 SEEC Forum

The 9th Annual Statewide Energy Efficiency Forum (SEEC) will be held in Sacramento on June 20 and 21, 2018, at the Sheraton Grand Sacramento (1230 J Street, Sacramento, CA). This year's event is offered at no-cost for local government staff and officials. The SEEC Forum aims to provide learning, sharing, and networking opportunities to help local governments save energy, reduce greenhouse gas emissions in their communities, and learn about new technologies for the field of sustainability.

Last year's forum focused on bridging the gap and featured topics on local energy / sustainability action plans to implement policies and technology updates in the field of sustainability. The 2017 Forum had over 280 participants that included attendees from cities, counties, local government partnerships, non-profit organizations, utilities, and private sector companies from across California. The theme and topics for the 2018 forum are still being developed and will be shared once finalized.

Further information about the event is available on the Local Government Commission's website at <http://californiaseec.org/forum/2018-forum/>. Through the Partnership, WRCOG will reimburse the travel costs for member jurisdictions who attend the Forum.

2018 Cool Planet Award

SCE and The Climate Registry recently announced the application process for the 2018 Cool Planet Award (Attachment 1). This annual award recognizes the valuable contributions that SCE customers have achieved in the field of energy and carbon management. All Cool Planet Award recipients and honorable mentions will be recognized at the SCE Cool Planet Award Ceremony scheduled for October 19, 2018, at Sony Pictures Studios in Culver City, CA.

Two participating WREP jurisdictions were recognized in previous award cycles. The Cities of Hemet and Moreno Valley both received awards from the Climate Registry for their involvement / success in the field of sustainability. The City of Hemet received the Champion's Award for its involvement in SCE's Energy Leader Partnership, achieving over 500,000 kWh savings (2013 – 2016), and participating in over 130 SCE Demand Response Program events. The City of Moreno Valley received a Cool Planet Award for its involvement in SCE's Energy Leadership Partnership, and achieving over 300,000 kWh savings (2013 – 2016). The Partnership looks to replicate this success in 2018 by submitting nomination forms for several of its partner jurisdictions to be recognized in October 2018 at the awards ceremony.

The deadline to submit nominations is June 15, 2018, and the application form is provided as Attachment 1. WRCOG staff will coordinate with WREP member jurisdictions and SCE Account Managers to submit an application on their behalf with the goal of obtaining recognition at the Cool Planet Awards Ceremony.

Prior Action:

April 2, 2018: The Executive Committee received and filed.

Fiscal Impact:

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

Attachment:

1. 2018 Cool Planet Award application.

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Item 6.I

Western Riverside Energy
Partnership Activities Update

Attachment 1

2018 Cool Planet Award application

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2018 COOL PLANET AWARD

Recognizing Excellence in Energy and Carbon Management



PREVIOUS AWARD RECIPIENTS INCLUDE:

Aquarium of the Pacific
Bacara Resort & Spa
Balboa Bay Club
City of Culver City
City of Fullerton
Comcast NBCUniversal
Cucamonga Valley Water District
Hyatt Regency, Huntington Beach
Jet Propulsion Laboratory
LBA Realty
MillerCoors LLC
Safeway
Torrance Memorial Medical Center
University of California Santa Barbara

View the full list at:
www.theclimateregistry.org, and visit
The Climate Registry's Facebook page
to view more pictures from the event.

SOUTHERN CALIFORNIA EDISON (SCE) & THE CLIMATE REGISTRY are pleased to announce the 2018 Cool Planet Award. This annual award recognizes the valuable contribution of SCE business customers who demonstrate exemplary leadership in energy and carbon management within their business size and industry sector.

All Cool Planet Award recipients and honorable mentions will be recognized at the SCE Cool Planet Award Ceremony on October 19, 2018 at Sony Pictures Studios in Culver City, California. All nominees and respective SCE Account Managers will be invited to attend the award ceremony. Attendees will have the opportunity to network with other award nominees and representatives from SCE, The Climate Registry, and other SCE third party partner organizations.



City of Culver City



Balboa Bay Resort and Club



Cucamonga Valley Water District

DEADLINE TO SUBMIT NOMINATIONS JUNE 15, 2018

Award recipients are chosen using a point-based system, which evaluates the total number of points earned for kWh energy efficiency savings, participation in SCE Demand Response programs, and other sustainability activities as detailed on the nomination form.



811 West 7th Street, 12th Floor, Los Angeles, CA 90017 | 866.523.0764 | theclimateregistry.org



2018 COOL PLANET AWARD



INDUSTRY SECTORS

Aerospace
Agriculture
Data Management
Education
Energy
Government & Institutional
Healthcare
Hospitality & Leisure
Manufacturing
Media
Office/Professional Services
Retail
Real Estate
Technology
Telecommunications
Transportation
Water & Wastewater

ADDITIONAL INFORMATION

- ⦿ All nominees must have an active customer account with Southern California Edison
- ⦿ Eligible SCE energy efficiency projects must be completed and installed between the dates of January 1, 2015 and March 31, 2018
- ⦿ Enrollment in a SCE Demand Response program must be current
- ⦿ Award recipients may be asked to provide related supporting documentation
- ⦿ Nomination forms must be signed by your SCE Account Manager prior to submitting to The Climate Registry. An email from your SCE Account Manager is sufficient
- ⦿ 2016 and 2017 Cool Planet Award recipients are not eligible to apply for a 2018 Cool Planet Award
- ⦿ Honorable Mention recipients are eligible to submit a nomination form
- ⦿ Incomplete applications will not be considered for an award

BUSINESS SIZE

(Based on annual budget for public institutions)

SMALL

Annual revenue/budget less than \$250 million

MEDIUM

Annual revenue/budget \$250-\$500 million

LARGE SIZE

Annual revenue/budget greater than \$500 million



Comcast NBCUniversal



LA County Arboretum Sustainability Tour

Submit completed and signed nomination forms to:

Nola Hastings at

nhastings@theclimateregistry.org by

June 15, 2018

For questions and assistance,
please contact Nola at 714.296.2740

The Cool Planet program provides utility business customers with education and technical training to measure and manage their energy use and greenhouse gas emissions. The Cool Planet program is funded by California utility rate payers and administered under the auspices of the California Public Utilities Commission, through a contract awarded to The Climate Registry. California customers who choose to participate in this program are not obligated to purchase any additional services offered by the contractor. This program is offered on a first-come, first-served basis from 1/1/2014-12/31/2018 or until funds are depleted. Terms and conditions apply. The trademarks used herein are the property of their respective owner.



811 West 7th Street, 12th Floor, Los Angeles, CA 90017 | 866.523.0764 | theclimateregistry.org



2018 COOL PLANET AWARD



Submit completed and signed nomination forms to: Nola Hastings at nhastings@theclimateregistry.org by June 15, 2018. To complete the sections below, please use the "Fill & Sign" option in the upper right corner of Adobe Reader.
For questions and assistance, please contact Nola at 714.296.2740

NOMINEE INFORMATION

Customer/Organization Name: _____

Contact Name & Title: _____

Phone: _____

Email: _____

Address _____

Please indicate your business size (based on annual budget for public institutions):

- ☐ Small Size - annual revenue less than \$250 million
- ☐ Medium Size - annual revenue \$250-\$500 million
- ☐ Large Size - annual revenue greater than \$500 million

Please check the box for your organization's industry sector:

- | | |
|---|---|
| ☐ Aerospace | ☐ Media |
| ☐ Agriculture | ☐ Office/Professional Services |
| ☐ Data Management | ☐ Retail |
| ☐ Education | ☐ Real Estate |
| ☐ Energy | ☐ Technology |
| ☐ Government & Institutional | ☐ Telecommunications |
| ☐ Healthcare | ☐ Transportation |
| ☐ Hospitality & Leisure | ☐ Water & Wastewater |
| ☐ Manufacturing | |

If you are unsure of your organization's industry sector, please check with your SCE Account Manager.

The following criteria are points-based. **ONLY** provide information on your organization's environmental leadership efforts completed **JANUARY 1, 2015 - MARCH 31, 2018**. For assistance identifying your SCE project information, contact your SCE Account Manager.

1) What is your organization's aggregated kilowatt-hour (kWh) savings for SCE energy efficiency projects installed between the dates of January 1, 2015 and March 31, 2018.

- ☐ Greater than 100,000 kWh (10 points)
 - ☐ Greater than 200,000 kWh (15 points)
 - ☐ Greater than 500,000 kWh (25 points)
 - ☐ Greater than 1 million kWh (35 points)
 - ☐ Greater than 2 million kWh (45 points)
 - ☐ Greater than 3 million kWh (55 points)

Please list the requested information for each project below and/or attach as a spreadsheet.

SCE PROJECT TYPE	SCE PROJECT NUMBER	kWh SAVINGS
	TOTAL kWh SAVINGS	



2018 COOL PLANET AWARD



**2) Has your organization participated in a SCE energy management program?
Please select all that apply. (5 points per program)**

- | | |
|--|--|
| ☐ California Solar Initiative | ☐ Mid-Market Peak Plus |
| ☐ Chemical Products | ☐ Mid-size Industrial Customers Program |
| ☐ Community Energy Partnership | ☐ Net Energy Metering |
| ☐ Cool Schools (Public K-12) | ☐ Non-Metallic Minerals & Products |
| ☐ Commercial Utility Building Efficiency (CUBE) | ☐ Oil Production |
| ☐ Customized Solutions | ☐ Petroleum Refining |
| ☐ Data Centers EE PProgram (DCEEP) | ☐ Pre-Cool Program |
| ☐ Direct Install | ☐ Primary & Fabricated Metals |
| ☐ Energy Leadership Partnership Program | ☐ Pump Test Efficiency Testing |
| ☐ Entertainment Centers | ☐ RCx Offering |
| ☐ Express Solutions | ☐ Savings By Design |
| ☐ Food & Kindred Products | ☐ Schools EE Program |
| ☐ Healthcare EE Program (HEEP) | ☐ Water Infrastructure Systems Efficiency |
| ☐ HVAC Optimization Program | ☐ Wireless Energy Management Systems |
| ☐ Lodging EE Program (LEEP) | ☐ Other: _____ |

**3) Is your organization currently enrolled in a SCE Demand Response program
(10 points per program)?**

☐ YES ☐ NO

If yes, please include the following information and/or attach as a spreadsheet.

NAME OF SCE DEMAND RESPONSE PROGRAM(S)



2018 COOL PLANET AWARD



- 4) Has your organization participated in one or more SCE Demand Response event(s) between the dates of January 1, 2017 - March 31, 2018 (2 points per participation date)

☐ YES ☐ NO

If yes, please include the following information and/or attach as a spreadsheet.

NAME OF SCE DEMAND RESPONSE PROGRAM	DATE OF PARTICIPATION

- 5) Has your organization conducted a SCE energy audit during the dates of January 1, 2015 - March 31, 2018 (5 points per audit, max of 25 points total)

☐ YES ☐ NO

If yes, please include the following information and/or attach as a spreadsheet.

DATE	FACILITY	AUDIT NUMBER

BONUS POINT QUESTION:

Did the recommendations in the SCE energy audit lead to the submission of a SCE incentive application? (10 bonus points)

☐ YES ☐ NO



2018 COOL PLANET AWARD



6) Does your organization have a formal energy management plan? (10 points)

☐ YES ☐ NO

If yes, please also answer the following questions. Include any supporting/additional information in a separate attachment.

Does the plan include energy reduction targets and timelines?

☐ YES ☐ NO

Does your organization have a dedicated energy team?

☐ YES ☐ NO

Does that plan have a regular maintenance schedule in place?

☐ YES ☐ NO

Does the plan include annual energy consumption metrics, benchmarking, analytics, and/or other performance evaluation?

☐ YES ☐ NO

Is there an annual budget for energy improvements/upgrades?

☐ YES ☐ NO

Does the plan include employee education?

☐ YES ☐ NO

BONUS POINT QUESTION:

Is the plan publically available on your organization's website and/or in a Corporate Sustainability Report? (5 bonus points)

☐ YES ☐ NO

If yes, please include a copy of the plan as an attachment and/or a website link.



2018 COOL PLANET AWARD



7) **Does your organization have a formal Climate Action/Carbon Management Plan?**
(10 points)

☐ YES ☐ NO

If yes, please also answer the following questions. Include any supporting/additional information in a separate attachment.

Does your organization have a dedicated green team?

☐ YES ☐ NO

Does the plan have annual reporting and/or monitoring systems?

☐ YES ☐ NO

Does the plan have carbon reduction targets and timelines?

☐ YES ☐ NO

Does the plan have reduction programs, such as energy efficiency, green power, water & waste management, clean transportation, and supply chain initiatives?

☐ YES ☐ NO

Does the plan utilize analytics and evaluation to track progress?

☐ YES ☐ NO

Does the plan include employee education?

☐ YES ☐ NO

BONUS POINT QUESTION:

Is the plan publically available on your organization's website and/or in a Corporate Sustainability Report? (5 bonus points)

☐ YES ☐ NO

If yes, please include a copy of the plan as an attachment and/or a website link.



2018 COOL PLANET AWARD



- 8) Has your organization ever published its carbon footprint? Publishing a carbon footprint requires the reporting of at least Scope 1 and Scope 2 emissions. (10 points)
☐ YES ☐ NO

- 9) Is your organization a current member of The Climate Registry? (5 points)
☐ YES ☐ NO

BONUS POINT QUESTION:

Has your organization ever verified its carbon footprint with The Climate Registry?
(10 bonus points)

☐ YES ☐ NO

- 10) Has your organization participated in SCE's Cool Planet Project during the 2015-2018 program cycle? (10 points)
☐ YES ☐ NO

SCE Account Manager (Please Print):

SCE Account Manager Signature, or please attach email
with SCE Account Manager's approval:

Thank you for your time and effort to complete this application.

Submit completed and signed nomination forms to:
Nola Hastings at nhastings@theclimateregistry.org by **June 15, 2018**
For questions and assistance, please contact Nola at 714.296.2740



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Western Riverside Council of Governments Technical Advisory Committee

Staff Report

Subject: Bi-County Healthy Development Checklist Presentation

Contact: Michael Osur, Riverside University Health System – Public Health, mosur@rivcocha.org, (951) 358-6651

Date: April 19, 2018

The purpose of this item is to allow for a presentation by the Riverside University Health System – Public Health (RUHS-PH) on a joint effort with San Bernardino County to develop a Healthy Development Checklist that recommends best practices and guidance for integrating healthy community's components into the built environment.

Requested Action:

1. Recommend that the Executive Committee support the Bi-County Healthy Development Checklist as a voluntary tool for regional consideration.

Michal Osur, Deputy Director, Riverside University Health System – Public Health, will provide a presentation on the Bi-County Healthy Development Checklist and healthy communities efforts in partnership with San Bernardino.

Background

The Counties of Riverside and San Bernardino, WRCOG, and the San Bernardino Council of Governments (SBCOG) have been collaborating over the years on advancing topics related to healthy communities for our joint region. In November 2013 the Executive Committee approved a Healthy Communities Template General Plan Element, and in August 2014 the Executive Committee adopted a resolution setting forth WRCOG's commitment to supporting and promoting healthy communities and encouraged local jurisdictions to adopt similar resolutions. These efforts reached a milestone on May 21, 2015, when the governing boards of each regional association of governments held a joint meeting and forum to discuss issues of mutual concern, hear from experts on challenges impacting inland Southern California, and brainstorm collective solutions. At this Regional Forum, a panel of speakers facilitated a dialogue on regional healthy communities and included presentations from Trudy Raymundo, Director of Public Health for San Bernardino County; George Johnson, County Executive Officer for Riverside County; and Hasan Ikhata, Executive Director for the Southern California Association of Governments.

Since then, these agencies have continued to work together through region-wide health coalitions to integrate public health and healthy communities into the policy and planning conversation for local jurisdictions. WRCOG staff have participated in these regional discussions, and the Agency was able to expand its support for healthy communities by helping foster Riverside County initiatives, including the Healthy Cities Network, supporting the growth and development of local jurisdictions' healthy communities initiatives, and through the WRCOG BEYOND Framework Fund Program.

The BEYOND Framework Fund Program enables member agencies to develop and implement plans and programs aimed at improving quality of life in Western Riverside County by addressing goals outlined in

WRCOG's Economic Development and Sustainability Framework. There are six Framework goal areas: economic development, health, education, energy & environment, water, and transportation. Nearly 80 projects are in the works, including park improvements, healthy communities, economic development and multi-jurisdictional homeless studies just to name a few.

Many BEYOND-funded projects were completed in 2017, including the Healthy Development Checklist, led by RUHS-PH. The Checklist is a tool developed for Riverside and San Bernardino Counties to address certain health challenges faced in the Inland Empire, and was created in consultation with public health and planning professionals from across both counties, including multiple discussions with the WRCOG Planning Directors Committee. The Checklist is intended to be used as a tool by local jurisdictions to work with developers to identify opportunities to improve the health impact of developments early in the planning phases. The Checklist does not add any compulsory requirements; instead it is offered as a low-cost alternative to a health impact assessment, while still providing a mechanism to understand the potential health implications of a new development and specific recommendations for how to optimize these. Using BEYOND funding, RUHS-PH will host workshops across the region to familiarize local practitioners with the tool and explore various opportunities to implement the Checklist and achieve its objectives.

Staff is requesting that the Committee members review the Healthy Development Checklist, and recommend that the Executive Committee support the Checklist as a tool for regional consideration and to help guide future growth in inland southern California in a way that considers physical and mental health, encourages community engagement, improves quality of life, and acknowledges the positive economic outcomes from a healthy population and environment.

The SBCOG City/County Manager's Technical Advisory Committee received this presentation and the SBCOG Board of Directors is slated to approve the Checklist at its May meeting.

Prior Action:

None.

Fiscal Impact:

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

Attachment:

1. Final Draft Healthy Development Checklist.

Item 7.A

Bi-County Healthy Development Checklist Presentation

Attachment 1

Final Draft Healthy Development Checklist

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HEALTHY DEVELOPMENT CHECKLIST

This publication was developed by the Riverside University Health System - Public Health. Thank you to the contributors: Michael Osur, MBA, Miguel Vazquez, AICP, Salomeh Wagaw, MPH. A list of partners who helped shaped this checklist can be found on the following page.



Suggested Citation: Riverside University Health System - Public Health. *Healthy Development Checklist*, 2017.

The Healthy Development Checklist was commissioned by the Riverside University Health System - Public Health and produced by Raimi + Associates.

The project was funded with a BEYOND grant from the Western Riverside Council of Governments and produced in collaboration with the San Bernardino Council of Governments and San Bernardino County Department of Public Health.

We wish to thank the following organizations and individuals for providing their valuable feedback on this checklist:

American Planning Association, California Chapter, Inland Empire Section - John Hildebrand

BIA, Baldy View Chapter - Casey Daily

BIA, Riverside County Chapter - Michael Garrison

California Baptist University - Marshare Penny

ChangeLab Solutions - Eric Calloway

City of Coachella - Louis Lopez

City of Rancho Cucamonga - John Gillison

City of Jurupa Valley - Laura Roughton

City of Palm Desert - Lauri Aylaian & Ryan Stendell

City of Riverside - Al Zelinka

City of Victorville - Michael Szarzynski

Claremont Graduate School - Kimberly Morones

Coachella Valley Association of Governments - LeGrand Velez

Health Assessment and Research for Communities - Jenna LeComte-Hinely

Lewis-San Antonio Healthy Communities Institute - Angelica Baltazar

National Community Renaissance - Alexa Washburn

Partners for Better Health - Evette de Luca

Prevention Institute - Rachel Bennett

Public Health Alliance - Carla Blackwater

San Bernardino County Department of Public Health - Corwin Porter, Trudy Raymundo & Scott Rigsby

San Bernardino County Land Use Services - Tom Hudson, Karen Watkins, & Linda Mawby

San Bernardino Council of Governments - Josh Lee

Transportation & Land Management Agency - Steve Weiss

Western Riverside County of Governments - Jennifer Ward & Andrea Howard

The Healthy Development Checklist is intended to help communities across the region incorporate health into everyday life. It is a major step forward in Riverside County's (also known as the Riverside University Health System) continuing drive to build healthy communities. Beginning in 2011, with the adoption of the [Healthy Communities Element](#) as part of the County's General Plan and the [Healthy Riverside County Resolution](#), we have continued to encourage the inclusion of health in planning and transportation policy in the County and in its 28 cities.¹ The Checklist has also garnered the support of regional partners, including the San Bernardino County Transportation Authority and Western Riverside Council of Governments. Both of these partners are working with Riverside County to promote a broader use of this Health Development Checklist, including in San Bernardino County.

An overarching principle in the Healthy Development Checklist is Equity. Health equity is ensuring that all people have full and equal access to opportunities that enable them to lead healthy lives. This approach to health equity has informed the content and strategies in the Healthy Development Checklist.

E Engagement and Empowerment.

All of us must work collectively to ensure our communities are engaged in the planning process. We must empower our constituents to be engaged in decision-making by providing accurate, easy to understand and timely information. Engagement and Empowerment of our communities allows for inclusion and a higher sense of buy-in.

Q Quality.

We must ensure that our communities are built to the highest quality possible. This means keeping healthy communities as the focus and ensuring that where people live, work, play and learn provides them with opportunities to build health into their everyday life.

U Utilization.

How we utilize our limited resources is essential to ensure we can serve our growing population. We must build complete streets that encourage active transportation, healthy eating and active living.

I Increase healthy behaviors.

We must build our communities so that there is easy access to parks, open spaces, recreational activities, shopping, jobs and educational opportunities. Healthy behaviors lead to lower morbidity and mortality rates thereby, improving and extending an overall quality of life.

T Transportation.

The provision of active transportation infrastructure for walking, biking and access to transit ensures greater healthy options for our residents.

Y Youth.

By building healthy communities where youth can thrive and grow with clean air, water, access to healthy foods, parks and active transportation we can increase the opportunities for our children to live a healthier life.

¹ For additional information on community health data in Riverside County, you can visit [SHAPE Riverside County](#).

HEALTHY DEVELOPMENT CHECKLIST & CRITERIA

The design of our communities has a great impact on our health and the well-being of our residents. This checklist provides criteria, empirical evidence, and best practices for new healthy development. Our goal is to encourage developers, city officials, and decision makers to use this tool to help guide the development of neighborhoods that promote physical and mental health, encourage community engagement, and improve quality of life for all. Community members may also find this tool as a useful resource to better understand healthy development practices.

WHAT IS THE PURPOSE OF THE CHECKLIST?

The Healthy Development Checklist was developed to provide criteria for healthy development practices in the Inland Empire. It is intended to be used as a tool to judge the overall health performance and supportiveness of new development projects. While not every criterion will apply to every development project, projects should aim to comply with as many of the criteria as possible to promote health through their development project.

HOW TO USE THE CHECKLIST?

The Healthy Development Checklist is organized into six topical categories:

- 1) Active Design
- 2) Connectivity
- 3) Public Safety
- 4) Environmental Health
- 5) Community Cohesion
- 6) Access to Food, Services, and Jobs

A summary checklist is followed by a more detailed catalogue of the checklist. For each checklist question, projects can assess their performance as follows:

- **"COMPLIES WITH ALL CRITERIA"** (if a project meets all criteria)
- **"COMPLIES WITH SOME CRITERIA"** (if the project meets some, but not all of the bulleted criteria)
- **"DOES NOT COMPLY"** (if the project does not meet any of the criteria)
- **"N/A"** (if the criteria does not apply to this project)

WHO SHOULD USE THE CHECKLIST?

Developers, planning staff, and decision-makers should use the Healthy Development Criteria:

- Developers should refer to the criteria and checklist as a guide for the design and planning of a project in the early stages, preferably before submitting an application for development review.
- City staff can use the checklist to review development proposals and make recommendations to both developers and decision-makers. The checklist can also be used to inform staff reports and public meetings on projects.
- Decision-makers are encouraged to use the completed project checklist to better understand the health outcomes of a proposed project.
- Community members and advocates can use the checklist as a resource and tool to guide healthy development in their communities.

SUMMARY CHECKLIST

ACTIVE DESIGN

1. NEIGHBORHOOD AMENITIES. How well does the project support access to neighborhood amenities (e.g., convenience store, dry cleaning, community center, café, etc.) within reasonable walking distance from residential developments?

Complies with
all criteria

☐

Complies with
some criteria

☐

Does not
comply

☐

N/A

☐

2. PARKS AND OPEN SPACE. How well does the project incorporate a park or open space within reasonable walking distance of all residential development?

☐
☐
☐
☐

3. PEDESTRIAN ENVIRONMENT. How well does the project contribute to creating a safe and comfortable pedestrian environment for residents of all ages?

☐
☐
☐
☐

4. SIDEWALKS. How well does the project create or contribute to a complete network of sidewalks?

☐
☐
☐
☐

5. FRONTAGE DESIGN. How well does the project incorporate attractive, pedestrian-scale exteriors and massing to encourage walkability for people of all ages?

☐
☐
☐
☐

6. PHYSICAL ACTIVITY. How well does the project incorporate design features to promote the physical activity of all building occupants?

☐
☐
☐
☐

CONNECTIVITY

7. NETWORK. How well does the project leverage public open space, sidewalks, pedestrian amenities, bicycle facilities, and multi-use trails to connect safely and comfortably to surrounding neighborhoods?

☐
☐
☐
☐

8. WALKABILITY. How well does the project enhance walkability by providing a highly-connected street network?

☐
☐
☐
☐

9. TRANSIT ACCESS. How well does the project provide all residents with safe access to transit and transit facilities within reasonable walking distance?

☐
☐
☐
☐

10. BICYCLE CONNECTIVITY. How well does the project provide high levels of bicycle connectivity through a safe, well-marked and complete bicycle network?

☐
☐
☐
☐

PUBLIC SAFETY

11. INJURY PREVENTION. How well does the project foster injury prevention through the use of traffic calming features, such as bulb outs and speed humps, safe pedestrian crossings, and moderate roadway speeds?

Complies with
all criteria

Complies with
some criteria

Does not
comply

N/A

☐
☐
☐
☐

12. SAFE ACCESS TO SCHOOLS. How well does the project incorporate safe access to schools within a reasonable walking distance?

☐
☐
☐
☐

13. LIGHTING. How well does the project provide adequate neighborhood lighting to prevent crime and increase safety?

☐
☐
☐
☐

ENVIRONMENTAL HEALTH

14. SMOKING. How well does the project incorporate efforts to restrict smoking in multi-family development and open spaces?

☐
☐
☐
☐

15. NEAR-ROAD POLLUTION. How well does the project incorporate efforts to protect residents from the harmful effects of high volume roads?

☐
☐
☐
☐

16. NOISE POLLUTION. How well does the project mitigate noise pollution for all residents?

☐
☐
☐
☐

17. ENVIRONMENTAL JUSTICE. How well does the project mitigate any impacts that would disproportionately affect disadvantaged communities?

☐
☐
☐
☐

18. INDOOR AIR QUALITY. How well does the project incorporate the use of materials and products that support healthy indoor quality?

☐
☐
☐
☐

COMMUNITY COHESION

19. PASSIVE SPACES. How well does the project incorporate spaces that facilitate social engagement?

☐
☐
☐
☐

20. RECREATIONAL SPACES. How well does the project incorporate facilities and access to a variety of recreational opportunities for all users?

☐
☐
☐
☐

21. COMMUNITY SPACES. How well does the project incorporate facilities and access to a multi-purpose community space accessible to the public?

☐
☐
☐
☐

ACCESS TO FOOD, SERVICES, AND JOBS

22. GROCERY. How well does the project integrate access to a full-service grocery store (e.g., sells meat, dairy, fruits and vegetables) within reasonable walking distance of all residents?

Complies with
all criteria

☐

Complies with
some criteria

☐

Does not
comply

☐

N/A

☐

23. COMMUNITY GARDEN. How well does the project incorporate space for growing food onsite through community gardens, edible landscaping, or small-scale farming within a reasonable walking distance from residential development?

☐
☐
☐
☐

24. FARMER'S MARKET. How well does the project designate space or provide access to a farmer's market within a reasonable walking distance?

☐
☐
☐
☐

25. HEALTHY FOOD. How well does the project maintain a balance of healthy and unhealthy food retailers?

☐
☐
☐
☐

26. JOBS. How well does the project design promote shorter commutes and better access to jobs?

☐
☐
☐
☐

27. HEALTH SERVICES. How well does the project provide future residents with access to health services?

☐
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28. CHILDCARE. How well does the project support increased access to affordable and high-quality childcare?

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29. MIXED-USE. How well does the project integrate mixed-use development?

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30. MIXED HOUSING. How well does the project contribute to a mix of housing options that will allow all potential household sizes, incomes, and types to become neighbors and share available amenities?

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DETAILED HEALTHY DEVELOPMENT CRITERIA

ACTIVE DESIGN

- 1. NEIGHBORHOOD AMENITIES.** How well does the project support access to neighborhood amenities (e.g., convenience store, dry cleaning, community center, café, etc.) within reasonable walking distance from residential developments?

RATIONALE:

Neighborhoods that include destinations within reasonable walking distance are linked to increased total physical activity of residents. A “walk shed” radius is a useful measure to delineate the area from which a place is reachable by a short walk, commonly understood as up to one half mile.² An effective circulation system links people to key neighborhood destinations efficiently and safely.

CRITERIA:

Review the project for the following features:

- *Access to one or more existing or planned transit stops (including bus, streetcar, informal transit stop, rapid transit, light or heavy rail stations, commuter rail stations) within a ½ mile walk distance; and*
- *At least two destinations within a ½ mile walking distance of all or most residents, including parks, schools, commercial centers, and offices.*

EVIDENCE:

Congress for New Urbanism. 2001. “Ped Sheds.” Transportation Tech Sheet. Retrieved from: http://cnu.civicaactions.net/sites/www.cnu.org/files/CNU_Ped_Sheds.pdf

Frumkin, H. and L. Frank, R. Jackson. 2004. Urban Sprawl and Public Health: Designing, Planning, and Building for Healthy Communities. Washington, DC: Island Press.

Klingerman M. and J. Sallis, S. Ryan, L. Frank, P. Nader. 2007. “Association of neighborhood design and recreation environment variables with physical activity and body mass index in adolescents.” American Journal of Health Promotion 21(4): 274-77.

Mouzon, S. 2012. “Walk Appeal.” Better Cities and Towns. Retrieved from: <http://bettercities.net/news-opinion/blogs/steve-mouzon/18645/walk-appeal>

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- 2. PARKS AND OPEN SPACE.** How well does the project incorporate a park or open space within reasonable walking distance of all residential development?

RATIONALE:

The close proximity of parks and recreation services encourages use, physical activity, and mental health benefits for people of all ages. Parks can also be used as spaces for community events and civic engagement. People living within a half mile of a park consider facilities close enough to walk to.

² For the purposes of this Checklist, any references to a “reasonable walking distance” should consider the walk shed as a measure for walkability and also the best applicability to the local community context (e.g., urban, suburban, rural). While practical influences should always be considered (e.g., safety, shortcuts, etc.), projects should aim for at least a ½ mile walk distance, but a ¼ mile walk distance is preferred.

CRITERIA:

Review the project for the following features:

- Every resident lives within ½ of a park or public open space; and
- A ratio of at least 5 acres of parkland per 1,000 residents; and
- Joint-use agreements with local school districts or other entities (if necessary, to achieve these park standards.)

EVIDENCE:

Louv, Richard. 2008. *Last Child in the Woods*. New York: Algonquin Books.

Trust for Public Land. 2016. "Parks on the Clock: Why we Believe in the 10-minute walk." Retrieved from: <https://www.tpl.org/blog/why-the-10-minute-walk#sm.0001bo0t0r4t1d50von1fn8ldyt18>

Westrup, L. 2002. "Quimby Act 101: An Abbreviated Overview." California Department of Parks and Recreation. Retrieved from: <https://www.parks.ca.gov/pages/795/files/quimby101.pdf>

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3. **PEDESTRIAN ENVIRONMENT.** How well does the project contribute to creating a safe and comfortable pedestrian environment for residents of all ages?

RATIONALE:

Walking is positively correlated with the presence of sidewalks and perceived neighborhood aesthetics and safety. Perceptions matter: the extent to which a neighborhood is perceived as walkable is correlated with residents' likelihood of participating in regular physical activity. A quality pedestrian environment also creates a physical and psychological buffer between pedestrians, bikes and cars, in addition to providing shade. A carefully planned built environment can be highly effective in preventing pedestrian injuries.

CRITERIA:

Review the project for the following features:

- Pedestrian signals, in-pavement flashing lights, four-way stops, crosswalks, and/or pedestrian overpasses to ensure pedestrian safety; and
- Gently sloped walks instead of or in addition to steps in public open spaces; and
- Barrier-free paths that facilitate access for all users; and
- Legible signage that minimizes confusion and communicates important wayfinding information to all users (e.g., seniors, deaf, multi-language); and
- Street trees planted between the vehicle travel way and sidewalk at intervals of no more than 50 feet along at least 60% of the total existing and planned block length within a project and on blocks bordering the project; and
- Within ten years, shade from trees or permanent structures over at least 40% of the total length of the existing and planned sidewalks within or bordering the project (measured from the estimated crown diameter).

EVIDENCE:

Retting, R. A., and A. T. McCartt, S. A. Ferguson. 2003. "A review of evidence-based traffic engineering measures designed to reduce pedestrian-motor vehicle crashes." *American Journal of Public Health* 93(9): 1456-1462.

Sacramento Transportation and Air Quality Collaborative. "Best Practices for Complete Streets." Retrieved from: <https://www.smartgrowthamerica.org/app/legacy/documents/cs/resources/cs-bestpractices-sacramento.pdf>

U.S. Green Building Council. 2016. *LEED v4 for Neighborhood Development*. Retrieved from: <http://www.usgbc.org/resources/leed-v4-neighborhood-development-current-version>

4. SIDEWALKS. How well does the project create or contribute to a complete network of sidewalks?

RATIONALE:

The presence of a complete sidewalk network is a major determinant of whether or not someone may choose walking for any given trip. Walking is positively correlated with the presence of sidewalks and perceived neighborhood aesthetics and safety. Lack of physical activity is a major factor in Americans' health. The provision of a network that facilitates walking can help bridge this physical activity gap and directly influence measurable health indicators.

CRITERIA:

Review the project for the following features:

- *Sidewalks on both sides of all new and redeveloped streets; and*
- *Minimum sidewalk width of 6 feet along residential streets and 8 feet along commercial or mixed-use streets; and*
- *Continuous sidewalks across the entire project street network (excepting alleys and service-oriented streets); and*
- *Incorporation of universal design features to ensure that all users (including those using wheelchairs, walkers, pushing strollers, and hand carts) can easily travel to neighborhood destinations, including:*
 - *Multi-use pathways that are separated from vehicular traffic and that facilitate pedestrian and wheelchair access,*
 - *Planting strips on both sides of all streets without protruding into the path of travel; and*
 - *Short right-turn radii for major roads and ramps crossing pedestrian rights-of-way.*

EVIDENCE:

American Association of State Highway and Transportation Officials. 2011. *A Policy on Geometric Design of Highways and Streets*. Washington, DC: American Association of State Highway and Transportation Officials.

Boodlal, L. 2003. "Accessible Sidewalks and Street Crossings - an informational guide." US Department of Transportation, Federal Highway Administration. Retrieved from: http://www.bikewalk.org/pdfs/sopada_fhwa.pdf

5. FRONTAGE DESIGN. How well does the project incorporate attractive, pedestrian-scale exteriors and massing to encourage walkability for people of all ages?

RATIONALE:

Building design greatly affects our sense of comfort while walking, biking, or driving, as well as our connection to a place and our neighbors. Providing opportunities to have frequent face-to-face contact in a neighborhood has been shown to promote social ties among neighbors. Architectural features such as porches and transparent shop fronts that promote visibility from a building's exterior have been linked to higher levels of perceived social support and lower levels of psychological distress.

CRITERIA:

Review the project for the following features:

- *Buildings with primary entrances oriented towards the sidewalk/street or public open spaces; and*

- Buildings that are scaled appropriately to the width of the street to create a pleasant public realm environment (generally using a rule of thumb of at least 1 foot of building height for every 1.5 feet from street centerline to building façade); and
- Surface parking is located behind buildings (or to the side in certain contexts).

EVIDENCE:

ChangeLab Solutions. (n.d.) "Pedestrian Friendly Code Directory: Eyes on the Street." Retrieved from: <http://www.changelabsolutions.org/childhood-obesity/eyes-street>

Lund, Hollie. 2002. "Pedestrian Environments and Sense of Community." *Journal of Planning Education and Research*. 21 (3): 301-312.

Speck, J. 2012. *Walkable City: How Downtown can Save America, One Step at a Time*. New York: North Point Press.

Wekerly, G. 2000. "From Eyes on the Street to Safe Cities." *Places* 13(1): 44-49.

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- 6. PHYSICAL ACTIVITY.** How well does the project incorporate design features to promote the physical activity of all building occupants?

RATIONALE:

Certain features can be incorporated into the design of buildings that help people increase their physical activity as a part of daily life. Active design strategies include the convenient placement of stairs, building and site design to encourage walking, and the provision of spaces for physical activity.

CRITERIA:

Review the project for the following features:

- Placement of stairs within 25' of an entrance and before any elevator;
- Stair prompts and signage at elevator banks;
- Windows & skylights to make enclosed stairs more visible and appealing;
- No unnecessary escalators and elevators;
- Elimination of physical barriers (such as walls, door locks, and poor placement of building elements) that can deter physical activity.

EVIDENCE:

Center for Active Design. 2010. "Active Design Guidelines: Promoting Physical Activity and Health In Design." City of New York.

CONNECTIVITY

- 7. NETWORK.** How well does the project leverage public open space, sidewalks, pedestrian amenities, bicycle facilities, and multi-use trails to connect safely and comfortably to surrounding neighborhoods?

RATIONALE:

Research indicates that children who bike or walk to recreational sites (parks, playgrounds, etc.) use sites more often. The safer it is to bike or walk to play sites, the more likely it is that kids will bike or walk there. Furthermore, trail use is significantly correlated with user proximity, with evidence showing that trails within at least ½ mile of every residence is ideal for maximizing access and use. Trails and parks that are well maintained, safe, clean, well-lit, and have facilities, such as restrooms, drinking fountains, and exercise equipment, are used more and contribute to higher physical activity levels among users.

CRITERIA:

Review the project for the following features:

- *Pedestrian amenities at parks and on trails, including seating, restrooms, signage, lighting, landscaping, shade structure, trash cans and drinking fountains; and*
- *Park design that emphasizes connectivity to other park/trail access points within reasonable walking distance, including complete streets design, close proximity to transit stops, and safe pedestrian and bike routes.*

EVIDENCE:

Kaczynski, A. and K. Henderson. 2007. "Environmental correlates of physical activity: a review of evidence about parks and recreation." *Leisure Sciences* 29(4): 315-354.

National Center for Environmental Health. 2013. *Parks and Trails Health Impact Assessment*. Centers for Disease Control and Prevention. Retrieved from: https://www.cdc.gov/healthypaces/parks_trails/sectionc.htm#1

Shulaker, B. and J. Isacoff, T. Kjer, and K. Hart. 2016. *Park Design for Physical Activity and Health*. San Francisco: Trust for Public Land.

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- 8. WALKABILITY.** How well does the project enhance walkability by providing a highly-connected street network?

RATIONALE:

There is ample evidence that greater street connectivity and higher residential density are related to higher total physical activity and lower BMI. Adults are more likely to walk if they live in neighborhoods with high connectivity and intersection density, high population density, and a mix of land uses.

A high intersection density is one of the single most important variables for determining whether a place will have high enough levels of connectivity to foster increased levels of walking, as well as for increasing transit use and reducing vehicle distance traveled. Grid street patterns that decrease distance between destinations encourage walking and help foster physical activity.

CRITERIA:

Review the project for the following features:

- No cul-de-sacs, courts, and paseos without through access by pedestrians and bicyclists to other streets, courts, paseos, or parks;
- An internal connectivity of at least 140 motorized/non-motorized intersections per square mile; and
- Small, walkable blocks with perimeters no more than 1600 feet long; and
- At least one through connection (street, alley, trail/path) of all blocks and the project boundary every 800 feet. Does not apply to blocks or portions of the boundary where connections cannot be made due to physical obstacles.

EVIDENCE:

Frank L, Schmid T, Sallis J, Chapman J, Saelens B. 2005. "Linking objectively measured physical activity with objectively measured urban form: findings from SMARTRAQ." *American Journal of Preventive Medicine* 28:117-125.

Stangl, P. 2015. "Block size-based measures of street connectivity: A Critical Assessment and new approach." *Urban Design International* 20(1); 1-12.

U.S. Green Building Council. 2016. *LEED v4 for Neighborhood Development*. Retrieved from: <http://www.usgbc.org/resources/leed-v4-neighborhood-development-current-version>

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- 9. TRANSIT ACCESS.** How well does the project provide all residents with safe access to transit and transit facilities within reasonable walking distance?

RATIONALE:

In addition to walking and biking, public transit offers a potential alternative to driving. Public transit improvements can also result in other benefits, including reduced traffic crashes, improved physical fitness and health, energy conservation, increased community livability, increased affordability, and economic development. Urban form, including the presence of compact development and access to public transit, tend to have a positive association with physical activity.

CRITERIA:

Review the project for the following features:

- At least 50% of dwelling units and nonresidential use entrances have access to existing or planned transit stops (including bus, streetcar, informal transit stop, rapid transit, light or heavy rail stations, commuter rail stations) within a ½ mile walk distance; and
- Compact development and mixed land use that maximizes walkable access to public transit; and
- Transit facilities designed to maximize user comfort while waiting by incorporating shade structures, street furniture and relevant information/signage.

EVIDENCE:

American Public Transportation Association. 2009. "Defining Areas of Influence." (Recommended Practice). Retrieved from: <http://www.apta.com/resources/standards/Documents/APTA%20SUDS-UD-RP-001-09.pdf>

Convergence Partnership. 2006. *Healthy, Equitable Transportation Policy*. Retrieved from: http://www.convergencepartnership.org/sites/default/files/healthtrans_fullbook_final.PDF

Forsyth, A. and L. Smead (Eds.). 2015. *Mobility, Universal Design, Health, and Place (A Research Brief)*. Health and Places Initiative. Retrieved from: http://research.gsd.harvard.edu/hapi/files/2015/11/HAPI_ResearchBrief_UniversalDesign-112315.pdf

Litman, T. 2010. "Evaluating Public Transportation Health Benefits." American Public Transportation Association. Retrieved from: http://www.apta.com/resources/reportsandpublications/Documents/APTA_Health_Benefits_Litman.pdf

10. BICYCLE CONNECTIVITY. How well does the project provide high levels of bicycle connectivity through a safe, well-marked and complete bicycle network?

RATIONALE:

Good bicycle connectivity and safe bicycle facilities can have dramatic public health benefits. New bicycling facilities can dramatically lower health care costs. Additionally, communities that support transit use, walking, and bicycling are associated with more physical activity and lower body weights. Key metrics to the success of bicycle networks is trail/bikeway accessibility. Use of trails and bikeways is negatively correlated with distance to the facility.

CRITERIA:

Review the project for the following features:

- *On-street bicycle facilities (Class II or Class IV) on most streets; and*
- *Class IV facilities on limited access roadways with higher rates of speed and larger intersection spacing; and*
- *Highly visible or color-coded markings and/or bicycle lane striping on the road surface (or a painted buffer between the bicycle and travel lanes).; and*
- *Where appropriate, "bicycle boulevards" with narrower travel lanes, slower target speeds, unique signage, and bicycle prioritization through vehicle barriers or other visual cues.*

EVIDENCE:

Gotschi, T. 2011. "Costs & Benefits of Bicycling Investments in Portland, Oregon." Journal of Physical Activity & Health 8(1): S49-S58.

Handy, S. L. 2004. Critical Assessment of the Literature on the Relationships among Transportation, Land Use, and Physical Activity. Washington, DC: Transportation Research board and Institutes of Medicine Committee on Physical Activity, Health Transportation, and Land Use.

Pucher J, and J. Dill, and S. Handy. 2010. "Infrastructure, programs, and policies to increase bicycling: an international review." Preventive Medicine 50: 106-25.

PUBLIC SAFETY

- 11. INJURY PREVENTION.** How well does the project foster injury prevention through the use of traffic calming features, such as bulb outs and speed humps, safe pedestrian crossings, and moderate roadway speeds?

RATIONALE:

Vehicle speed is one of the most critical variables that determines traffic collision severity. The use of design features that moderate traffic speeds and increase driver awareness of bicycle and pedestrian activity all help to reduce the occurrence and severity of injury of collisions. This is especially true for those with limited mobility, such as elderly pedestrians and children. Risk of injury is also greater on busier streets and streets with more than two lanes. However, pedestrian safety can be improved through the provision of continuous wide sidewalks, well-marked and signalized crosswalks, traffic controls at intersections; and traffic-calming infrastructure.

CRITERIA:

Review the project for the following features:

- *Traffic-calming infrastructure, such as speed humps, bulb-outs, and chicanes; and*
- *To the extent possible, neighborhood/local streets have a target speed limit of 20 miles per hour and collectors/arterials have a target speed limit of 30 miles per hour; and*
- *All vehicle travel lanes on local streets within the project area are no wider than 10 feet; collector streets and roads are no wider than 11 feet; and arterial roads have travel lanes no wider than 12 feet; and*
- *All two-lane streets have clearly marked space for on-street parking and/or bicycle lanes; and*
- *Outside lane striping to delineate the vehicle travel way from on-street parking, bicycle lanes, or unused shoulders; and*
- *Grade-separated cycle tracks OR wide parking lanes (up to 10 feet) where physical separation between bicycle lanes and on-street parking is not desirable or possible, such as in areas with high parking turnover.*

EVIDENCE:

Koepsell, T. 2002. "Crosswalk markings and the risk of pedestrian-motor vehicle collisions in older pedestrians." *The Journal of the American Medical Association* 288 (17): 2136-2143.

National Association of City Transportation Officials. *Urban Street Design Guide*. Washington, DC: Island Press.

Zegeer, C. 2001. "Safety effects of marked versus unmarked crosswalks at uncontrolled locations." *Transportation Research Record* (1773): 56-68.

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- 12. SAFE ACCESS TO SCHOOLS.** How well does the project incorporate safe access to schools within reasonable walking distance?

RATIONALE:

The implementation of safe routes to school strategies have resulted in significant decreases in the number of child pedestrian deaths and injury rates. Additionally, improved safety for students walking and biking to school also has broader benefits, including reduced transportation costs, increased connectivity between neighborhoods, and improved student alertness.

CRITERIA:

Review the project for the following features:

- An attendance boundary that adheres to these specified distances: most or all students living within a 3/4-mile walking distance for grades 8 and below, and 1 1/2-mile walking distance for grades 9 and above, of a school building.

EVIDENCE:

Boarnet, MG, and CL Anderson, K. Day, T. McMillan, M. Alfonzo. 2005. "Evaluation of the California Safe Routes to School legislation: urban form changes and children's active transportation to school." *American Journal of Preventive Medicine* 28 (2): 134-40.

National Center for Safe Routes to School. 2015. *Creating Healthier Generations: A Look at the 10 Years of the Federal Safe Routes to School Program*. Retrieved from: http://saferoutesinfo.org/sites/default/files/SRTS_10YearReport_Final.pdf

U.S. Green Building Council. (n.d.) *LEED BD+C: Schools*. Access to Quality Transit. Retrieved from: <http://www.usgbc.org/credits/schools-new-construction/v4-draft/ltc5>

13. LIGHTING. How well does the project provide adequate neighborhood lighting to prevent crime and increase safety?

RATIONALE:

Street lighting improvements can help reduce both crime and people's perceptions of fear. In addition, street lighting can have the effect of increasing activity after dark.

CRITERIA:

Review the project for the following features:

- Lighting that enhances visibility of streets, alleys, windows, walkways, and bikeways for pedestrians and vehicle traffic; and
- Safe pedestrian path zones that align with traffic patterns and generate a sense of welcome at all hours of the day; and
- Enough lighting for safety, while ensuring lighting does not produce glare for users, including pedestrians, drivers, or light trespass to neighbors.

EVIDENCE:

IESNA Security Lighting Committee. 2003. "Guideline for Security Lighting for People, Property, and Public Spaces." New York: Illuminating Engineering Society of America.

Painter, K. 1996. "The Influence of Street Lighting Improvements on Crime, Fear, and Pedestrian Street Use, after dark." *Landscape and Urban Planning* 35(2-3): 193-201.

ENVIRONMENTAL HEALTH

- 14. SMOKING.** How well does the project incorporate efforts to restrict smoking in multi-family development and open spaces?

RATIONALE:

Each year, smoking causes about one in five deaths in the United States. Smoking continues to be an ongoing health issue and is one of concern in the Inland Empire. Furthermore, there is extensive evidence that indicates second hand smoke, especially in shared spaces, such as multifamily residential buildings, can be a health hazard for non-smokers in adjoining units.

CRITERIA:

Review the project for the following features:

- *No smoking in parks and public plazas, and*
- *Signage stating smoking bans in parks and public plazas, and*
- *Restrict smoking in multifamily residential buildings so as to protect tenants from the effects of secondhand smoke generated in nearby or adjoining units.*

EVIDENCE:

Centers for Disease Control and Prevention. 2014. "Health Effects of Cigarette Smoking." Smoking and Tobacco Use, Data and Statistics, Fact Sheets. Retrieved from: http://www.cdc.gov/tobacco/data_statistics/fact_sheets/health_effects/effects_cig_smoking/

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- 15. NEAR-ROAD POLLUTION.** How well does the project incorporate efforts to protect residents from the harmful effects of high volume roads?

RATIONALE:

Pollutants from cars, trucks and other motor vehicles are found in higher concentrations near major roads. People who live, work or attend school near major roads appear to have an increased incidence and severity of health problems associated with air pollution exposures related to roadway traffic, including higher rates of asthma onset and aggravation, cardiovascular disease, impaired lung development in children, pre-term and low-birthweight infants, childhood leukemia, and premature death.

CRITERIA:

Review the project for the following features:

- *Near-road landscaping that reduces particle concentrations and noise. Generally, include a context-appropriate vegetation barrier that is at least 20 feet and has full coverage (no gaps); and*
- *Locate homes at least 1,000 feet away from a high-volume road; and*
- *Install filtration systems for all buildings within 1,000 feet of a high-volume road.*

EVIDENCE:

California Department of Education. 2015. Sustainable Communities and School Planning. Retrieved from: <http://www.cde.ca.gov/ls/fa/bp/documents/bestprcticesustain.pdf>

California Environmental Protection Agency. 2017. Strategies to Reduce Air Pollution Exposure Near High-Volume Roadways. Retrieved from: https://www.arb.ca.gov/ch/rd_technical_advisory_final.PDF

16. NOISE POLLUTION. How well does the project mitigate noise pollution for all residents?

RATIONALE:

Noise pollution can negatively impact the physical and mental health of residents. Unwanted noise may increase due to population growth, street traffic changes, and even mobile technology. Long term exposure to excessive noise can lead to stress, fatigue, hearing loss, and loss of productivity.

CRITERIA:

Review the project for the following features:

- *Active rooms, such as kitchens, placed in locations that buffer sounds from roads in rooms where noise is more problematic, such as bedrooms; and*
- *Minimize exposure to noise pollution in outdoor spaces by planting earthen berms with grasses or shrubs; and*
- *Use of green roofs, which can absorb noise and reduce outside sound levels by up to 40-50 decibels; and*
- *Reduce exposure to noise pollution for building occupants by incorporating acoustically designed walls, double-glazed windows, and well-sealed doors.*

EVIDENCE:

Brophy, V. and JO Lewis. 2011. A Green Vitruvius. London: Earthscan.

Kryter, K. 1994. The Handbook of Hearing and the Effects of Noise: Physiology, Psychology, and Public Health. San Diego: Academic Press.

Office of Disease Prevention and Health Promotion. (n.d.) "Environmental Health." Healthy People 2020. Retrieved from: <https://www.healthypeople.gov/2020/topics-objectives/topic/environmental-health>

17. ENVIRONMENTAL JUSTICE. How well does the project mitigate any impacts that would disproportionately affect disadvantaged communities?

RATIONALE:

The negative impacts of the built environment disproportionately impact disadvantaged communities, including higher incidences of respiratory disease, cancer, obesity, and developmental diseases. Community design, together with planning decisions, can play a key role in making these communities healthier and mitigating the impacts of existing land use patterns and transportation investments in the region.

CRITERIA:

Review the project for the following features:

- *Minimize exposure to hazardous contaminants, including contaminated soils, pesticides, contaminated groundwater, and emissions by not siting residential development near or in the path of exposure sites (e.g., bus fleets stations, factories, power plants, landfills, and areas of pesticide spraying)*
- *Minimize development of sensitive land uses – defined as schools, hospitals, residences, and elder and childcare facilities – near air pollution sources – including freeways, high volume roads, airplane landing paths, and polluting industrial sites.*

EVIDENCE:

California Department of Education. 2015. *Sustainable Communities and School Planning*. Retrieved from: <http://www.cde.ca.gov/ls/fa/bp/documents/bestprcticesustain.pdf>

Environmental Protection Agency. 2016. "Technical Guidance for Assessing Environmental Justice in Regulatory Analysis." Retrieved from: https://www.epa.gov/sites/production/files/2016-06/documents/ejtg_5_6_16_v5.1.pdf

Srinivasan, S. and L. O'Fallon, A. Dearry. 2003. "Creating Healthy Communities, Healthy Homes, Healthy People: Initiating a Research Agenda on the Built Environment and Public Health." *American Journal of Public Health* 93(9): 1446-1450.

18. INDOOR AIR QUALITY. How well does the project incorporate the use of materials and products that support healthy indoor quality?

RATIONALE:

Poor indoor quality can contribute to chronic disease, including asthma, heart disease, and cancer. Poor ventilation, humidity, and exposure to carbon monoxide can exacerbate negative impacts to health. Most exposure to environmental pollutants occurs by breathing air indoors.

CRITERIA:

Review the project for the following features:

- Building materials that are not known to emit harmful toxins; and
- Reduce occupant exposure to VOCs by using cabinetry, doors, molding, shelving, and trim materials with low VOCs. Employ caulking, adhesives, paints, varnishes, and other finishes that are free of solvents and VOCs; and
- Reduce occupant exposure to molds by using mold resistant materials in community bathrooms and other water sensitive locations.

EVIDENCE:

American Lung Association. (n.d). "Healthy Air at Home." Retrieved from: <http://www.lung.org/our-initiatives/healthy-air/indoor/at-home/>

Environmental Protection Agency. (n.d). "Improving Indoor Air Quality." Retrieved from: <https://www.epa.gov/indoor-air-quality-iaq/improving-indoor-air-quality>

COMMUNITY COHESION

19. PASSIVE SPACES. How well does the project incorporate spaces that facilitate social engagement?

RATIONALE:

Creating public spaces that promote the engagement of residents and high connectivity of neighborhoods and services have positive impacts on health. The good design of public spaces is important to ensuring not only their use, but the encouragement of socialization and activity.

CRITERIA:

Review the project for the following features:

- *Plazas, a central square, dog runs, and bbq areas that encourage social interaction and enhance opportunities for physical activity; and*
- *Seating that encourages people to be comfortable in parks and public spaces; and*
- *Design that promotes public gathering and use of open space for activities, places for food, and flexibility for multiple uses, including:*
 - *Visible and accessible entrances, spaces, and paths,*
 - *Functional structures,*
 - *Pedestrian and bicyclist access,*
 - *Public art,*
 - *Close access to public transit.*

EVIDENCE:

Eitler, Thomas W., E.T. McMahon, and T.C.Thoerig. 2013. Ten Principles for Building Healthy Places. Washington, D.C.: Urban Land Institute.

Project for Public Spaces. 2009. Why Public Spaces Fail. Retrieved from: <http://www.pps.org/reference/failedplacefeat/>

20. RECREATIONAL SPACES. How well does the project incorporate facilities and access to a variety of recreational opportunities for all users?

RATIONALE:

Having accessible recreation, exercise, or sports facilities in neighborhoods tends to be associated with active recreation. Additionally, research has shown that children are more physically active in preschools that have more available playground equipment and a larger space for outdoor play.

CRITERIA:

Review the project for the following features:

- *Sports fields, courts, swimming pools, tot lots, putting green, recreational gardening and fitness facilities, including:*
 - *Baseball or softball diamonds, soccer fields, an open play green, a skate park, basketball, tennis, sand volleyball, and/or practice fields; or*
 - *Swimming pools, which may include an adult lap pool and spa, a children's pool, a splash park; or*
 - *Equestrian staging area (if appropriate to the context).*
- *Parks that emphasize open space and natural habitat, have minimal development, and are well distributed throughout the site. Park amenities may include:*

- o *Open lawns*
 - o *Restrooms*
 - o *Shade structures*
 - o *Picnic areas*
 - o *Interpretive areas and interpretive signage*
- *Park facilities for users of all ages with different recreational needs, interests and abilities. Seniors and very young children in particular have unique needs. Consider the following age-specific park infrastructure:*
 - o *Very young children (age 0-6): tot lots, splash pads*
 - o *Older children (6-18): sports fields, courts, skate park*
 - o *Adults: sports fields, putting green, gardening and fitness facilities, adult lap pool*
 - o *Senior (age 60+): gardening and fitness facilities, adult lap pool, trails*

EVIDENCE:

Bauman, A. E., and F.C. Bull. *Environmental Correlates of Physical Activity and Walking in Adults and Children: A Review of the Reviews*. London: National Institute of Health and Clinical Excellence. Retrieved from: <http://www.nice.org.uk/nicemedia/pdf/word/environmental%20correlates%20of%20physical%activity%20review.pdf>

Harnik, P. and B. Welle. 2011. *From Fitness Zones to the Medical Mile: How Urban Park Systems Can Best Promote Health and Wellness*. Trust for Public Land. Retrieved from: <https://www.tpl.org/sites/default/files/cloud.tpl.org/pubs/ccpe-health-promoting-parks-rpt.pdf>

Ulrich, R. *Evidence Based Environmental Design for Improving Medical Outcomes*. Retrieved from: http://muhc-healing.mcgill.ca/english/Speakers/ulrich_p.html

21. COMMUNITY SPACES. How well does the project incorporate facilities and access to a multi-purpose community space accessible to the public?

RATIONALE:

Adaptable, multi-purpose community rooms can help foster a sense of social cohesion and offer space for education and health related programming. Education and lifelong learning can improve social well-being and help maintain cognitive function as people age.

CRITERIA:

Review the project for the following features:

- *At least one community space in every community and/or neighborhood; and*
- *Community room with multi-use spaces, including recreational rooms, auditoriums, outdoor plazas, and green building features; and*
- *Integration of community rooms with parks, open space facilities, and cultural centers.*

EVIDENCE:

American Society of Landscape Architects. 2014. *"Health Benefits of Nature." Professional Practice*. Retrieved from: <http://www.asla.org/healthbenefitsofnature.aspx>

Eitler, T. and E. McMahon, T. Thoeig. 2013. *Ten Principles for Building Healthy Places*. Washington DC: Urban Land Institute.

ACCESS TO FOOD, SERVICES, AND JOBS

22. GROCERY. How well does the project integrate access to a full-service grocery store (e.g., sells meat, dairy, fruits and vegetables) within reasonable walking distance of all residents?

RATIONALE:

Residents of communities with access to healthy foods have healthier diets. Proximity to supermarkets is associated with lower rates of obesity and the presence of convenience stores is associated with higher rates of obesity.

CRITERIA:

Review the project for the following features:

- *A neighborhood market within the project design, or*
- *A public, multi-use space that allows for food markets, or*
- *Access to a full-service grocery store within reasonable walking distance.*

EVIDENCE

Sallis, J., and Karen Glanz. 2009. "Physical Activity and Food Environments: Solutions to the Obesity Epidemic." Milbank Quarterly. 87 (1): 123-154.

Wakefield, J. 2004. "Fighting Obesity Through the Built Environment." Environmental Health Perspectives 112(11): A616-A618.

23. COMMUNITY GARDEN. How well does the project incorporate space for growing food onsite through community gardens, edible landscaping, or small scale farming within a reasonable walking distance from residential development?

RATIONALE:

Community gardens provide a whole host of community benefits in addition to serving as an additional source of healthy food. Participation in community gardening is associated with higher fruit and vegetable intake, though, and can be an effective strategy at improving access to healthy foods.

CRITERIA:

Review the project for the following features:

- *Community gardens in neighborhood parks and residential development as part of project design; or*
- *Joint-use agreements with local school districts or other entities (if necessary to ensure access to a school garden); or*
- *Access to a community garden within reasonable walking distance.*

EVIDENCE:

Eitler, Thomas W., E.T. McMahon, and T.C. Thoeig. 2013. Ten Principles for Building Healthy Places. Washington, D.C.: Urban Land Institute.

Lovell, S. 2010. "Multifunctional urban agriculture for sustainable land use planning in the United States." Sustainability 2(8): 2499-2522.

24. FARMER'S MARKET. How well does the project designate space or provide access to a farmer's market within reasonable walking distance?

RATIONALE:

Proximity to farmer's markets has been found to be associated with lower body mass index (BMI) among youth, while density of fast-food and pizza venues has been found to be associated with higher BMI.

CRITERIA:

Review the project for the following features:

- *Space included for a farmer's market within project design; or*
- *Access ensured to a farmer's market within reasonable walking distance.*

EVIDENCE:

Jilcott, S. B., and S. Wade, J.T. McGuirt, Q. Wu, S. Lazorick, J.B. Moore. 2011. The association between the food environment and weight status among eastern North Carolina youth. Public Health Nutrition 14(09): 1610-1617.

Leadership for Health Communities. 2007. Action Strategies Toolkit. Washington, D.C.: Robert Wood Johnson Foundation.

25. HEALTHY FOOD. How well does the project maintain a balance of healthy and unhealthy food retailers?

RATIONALE:

Peoples' food choices and their likelihood of being overweight or obese are also influenced by their food environment. A popular measure of healthy and less healthy food availability in a given geographic area-including distance to food retailers, cost of foods, or density of food outlets- is the modified Retail Environment Food Index (mREFI), which is a ratio of fast-food restaurants and convenience stores compared to supermarkets, produce markets, and farmer's markets. Presence of fast food retailers has a negative effect on diets and diet related health outcomes.

CRITERIA:

Review the project for the following features:

- *Restrict fast food retailers within ½ mile of schools, and*
- *Manage the allowance of fast food retailers relative to the ratio of healthy food retailers to unhealthy food retailers. This could be accomplished by utilizing the Modified Retail Environment Food Index Score. Calculate the mREFI, which is calculated for a census tract as (healthy retailers) / (healthy retailers + unhealthy retailers). Areas with a score of less than 5 are considered to have "poor access" to healthy retail food, scores of 5 to 10 to have "fair access," scores above 10 to 25 to have "good access," and scores above 25 to have "high access."*

EVIDENCE:

Centers for Disease Control. 2011. "Census Tract Level State Maps of the Modified Retail Food Environment Index (mREFI). Retrieved from: ftp://ftp.cdc.gov/pub/Publications/dnpao/census-tract-level-state-maps-mrfei_TAG508.pdf

Moore LV and AV Diez Roux, JA Nettleton, DR Jacobs, M Franco. 2009. "Fast-food consumption, diet quality, and neighborhood exposure to fast food: the multi-ethnic study of atherosclerosis." American Journal of Epidemiology 170 (1): 29-36.

26. JOBS. How well does the project design promote shorter commutes and better access to jobs?

RATIONALE:

Jobs-housing balance is an indirect method of estimating how much commuting future residents of the proposed community might have to endure. While some may find driving enjoyable, commuting is generally a stressful activity that affects one's health and one's social ties to their community. Extended commutes increase stress, with implications for both mental health and familial relationships.

CRITERIA:

Review the project for the following features:

- *Design includes more housing near job-center areas; or*
- *Includes jobs near housing-dense areas; or*
- *Includes affordable housing between job center areas; or*
- *Creates mixed-use projects that include jobs and housing.*

EVIDENCE:

California Planning Roundtable. 2008. "Deconstructing Jobs-Housing Balance." Retrieved from: http://www.cproundtable.org/media/uploads/pub_files/CPR-Jobs-Housing.pdf

Frank, LD and MA Andresen, TL Schmid. 2004. "Obesity Relationships with Community Design, Physical Activity, and Time Spent in Cars. *American Journal of Preventive Medicine* 27(2): 87-96.

Freeman, Lance. 2002. "The Effects of Sprawl on Neighborhood Social Ties: An Explanatory Analysis". *Journal of the American Planning Association* 67 (1): 69-77.

Koslowsky, M. and A. Kluger, M. Reich. 1995. *Commuting stress: causes, effects, and methods of coping*. New York: Plenum Press.

27. HEALTH SERVICES. How well does the project provide future residents with access to health services?

RATIONALE:

The inability to access public transit poses a significant barrier for low-income patients to access health care services and can result in missed appointments, avoiding care, and deterioration of health conditions. One method to bridging the gaps in healthcare is by creating clinical-community partnerships, which can be more cost effective and culturally appropriate in addressing preventive care and population health.

CRITERIA:

Review the project for the following features:

- *Access to a clinic or health facility within reasonable walking distance, or*
- *Include multi-use spaces that could be used as a health center or to provide health services within the project design.*

EVIDENCE:

Active Living by Design. *Clinical-Community Collaboration Case Examples*. Retrieved from: <http://activelivingbydesign.org/resources/clinical-community-collaboration-case-examples/>

Hobson, J. and Julie Quiroz-Martinez. 2002. *Roadblocks to Health: Transportation Barriers to Healthy Communities*. Transportation for Healthy Communities Collaborative. Retrieved from: http://www.transformca.org/sites/default/files/roadblocks_to_health_2002.pdf

28. CHILDCARE. How well does the project support increased access to affordable and high quality childcare?

RATIONALE:

Access to quality childcare is vital to a child's early development and also contributes to important economic benefits, including direct and indirect job benefits, increased tax revenues, and a more productive workforce. Communities, cities, and developers are finding unique ways to partner in supporting child care facilities as part of development projects and land use plans.

CRITERIA:

Review the project for the following features:

- *Mixed use development included as part of project design; or*
- *Design of flexible, multi-use spaces that could be used as a child care center; or*
- *Access to a child care center within reasonable walking distance.*

EVIDENCE:

Hodgson, K. 2011. Child care and Sustainable Community Development. (*American Planning Association Family Friendly Communities Briefing Papers*). Retrieved from: <https://www.planning.org/research/family/briefingpapers/childcare.htm>

Local Investment in Child Care (LINCC). 2008. *"Building Child Care Into New Developments: A Guide For Creating Child Care Facilities In Transit-Oriented Developments."* Retrieved from: <http://www.reconnectingamerica.org/assets/Uploads/20080624linccdevBRweb.pdf>

PolicyLink and the Marguerite Casey Foundation. 2016. *High-Quality, Affordable Childcare for All: Good for Families, Communities, and the Economy. (Issue Brief Series: The Economic Benefits of Equity)*. Retrieved from: <http://www.policylink.org/sites/default/files/Childcare-for-All-FINAL-05-06-16.pdf>

29. MIXED-USE. How well does the project integrate mixed-use development?

RATIONALE:

There are many different health and wellbeing benefits to living in a mixed-use area. Youths, adults, and seniors residing in neighborhoods with mixed land use typically engage in more total physical activity than those in single-use neighborhoods. Adults are more likely to walk if they live in neighborhoods with high connectivity, high population density, and mixed land use. Additionally, one primary characteristic of a high quality healthy community is mixed land use, where residents live in proximity to services and amenities, rather than in purely residential environments.

CRITERIA:

Review the project for the following features:

- *Neighborhood-serving uses, such as food markets, libraries, dry cleaning services and beauty salons within the project design; and*
- *Retail and service uses on the ground floor to entice pedestrians.*

EVIDENCE:

Barton, H. and C. Tsourour. 2001. *Healthy Urban Planning*. New York: Routledge.

Eitler, T. and E. McMahon, T. Thorig. 2013. *Ten Principles for Building Healthy Places*. Washington DC: Urban Land Institute.

Frank, LD and MA Andresen, TL Schmid. 2004. "Obesity Relationships with Community Design, Physical Activity, and Time Spent in Cars. *American Journal of Preventive Medicine* 27(2): 87-96.

Frumkin, H. and L. Frank, R. Jackson. 2004. *Urban Sprawl and Public Health: Designing, Planning, and Building for Healthy Communities*. Washington, DC: Island Press.

30. MIXED-HOUSING. How well does the project contribute to a mix of housing options that will allow all potential household sizes, incomes, and types to become neighbors and share available amenities?

RATIONALE:

Offering housing that is affordable to local workers is crucial, as a mix of housing that meets a diversity of needs and incomes allows diverse professionals to live in the community in which they work. There are ample benefits to having housing that can accommodate local workers, including increased social cohesiveness and a decrease in the amount of driving necessary to support a community.

CRITERIA:

Review the project for the following features:

- *An inclusionary housing requirement, and*
- *Design of multi-generational housing, and*
- *A wide range of housing for diverse household sizes and types.*

EVIDENCE:

Fraser, J. and R. Chaskin, J Bazuin. 2013. *Making Mixed-Income Neighborhoods Work for Low-Income Households*. *Cityscape: A Journal of Policy Development and Research* 15(2): 83-100.

Urban Land Institute. 2003. *Mixed Income Housing, Myth and Fact*. Retrieved from: <http://inclusionaryhousing.ca/wp-content/uploads/sites/2/2010/01/ULI-Mixed-Income-Hsg-2003.pdf>

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- American Public Transportation Association. 2009. "Defining Areas of Influence." (Recommended Practice).* Retrieved from: <http://www.apta.com/resources/standards/Documents/APTA%20SUDS-UD-RP-001-09.pdf>
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- Forsyth, A. and L. Smead (Eds.). 2015. *Mobility, Universal Design, Health, and Place (A Research Brief)*. Health and Places Initiative. Retrieved from: http://research.gsd.harvard.edu/hapi/files/2015/11/HAPI_ResearchBrief_UniversalDesign-112315.pdf
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Western Riverside Council of Governments Technical Advisory Committee

Staff Report

Subject: Senate Bill 1 Implementation

Contact: Anne Mayer, Executive Director, Riverside County Transportation Commission,
amayer@rctc.org, (951) 787-7141

Date: April 19, 2018

The purpose of this item is to provide a presentation by Anne Mayer from the Riverside County Transportation Commission (RCTC) regarding Senate Bill 1, which provides for increased transportation funding through a variety of programs. Ms. Mayer will also discuss the status of Assembly Constitutional Amendment (ACA) 5 and the proposed repeal of SB 1.

Requested Action:

1. Receive and file.

In 2017, the California Legislature passed SB 1 (Beall), also known as the Road Repair and Accountability Act of 2017, which was subsequently signed by Governor Brown. SB 1 provides approximately \$5.2 billion annually for transportation improvements across California through the collection of gas and diesel fuel taxes and vehicle registration fees. SB 1 provides over \$60 million for projects in Riverside County in the initial year and will provide over \$110 million in transportation funding for Riverside County in the 2018/2019 fiscal year.

Since the passage of SB 1, ACA 5 (Frazier and Newman) was passed, which must go to California voters to be ratified. ACA 5 proposes to lockbox new or increased SB 1 revenues for their intended purpose, transportation, with no possibility of being used for other purposes. ACA 5, the California Transportation Taxes and Fees Lockbox and Appropriations Limit Exemption Amendment will be voted on by Californians in the Statewide Direct Primary Election on June 5, 2018.

Anne Mayer, Executive Director of RCTC, will provide an overview of three items related to SB 1. Discussions will include local and regional efforts to implement SB 1 through these new revenue sources; the status of ACA 5 for the June 5, 2018 statewide election; and the current effort to place a ballot initiative to repeal SB 1, which would occur during the November statewide election.

Prior Action:

None.

Fiscal Impact:

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

Attachment:

None.

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Western Riverside Council of Governments Technical Advisory Committee

Staff Report

Subject: TUMF Calculation Policy

Contact: Christopher Gray, Director of Transportation, cgray@wrcog.us, (951) 405-6710

Date: April 19, 2018

The purpose of this item is to engage the Committee in a discussion regarding options developed to avoid TUMF calculation errors.

Requested Action:

1. Discuss and provide input.
-

WRCOG's Transportation Uniform Mitigation Fee (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. Each of WRCOG's member jurisdictions and the March JPA participates in the Program through an adopted ordinance, collects fees from new development, and remits the fees to WRCOG. WRCOG, as administrator of the TUMF Program, 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).

Proposed TUMF Calculation Policy

Since the inception of the TUMF Program, WRCOG periodically finds errors in calculating TUMF due to a number of issues, such as the following:

- Land use designation
- Calculation worksheets
- Credit Agreements
- Exemptions

WRCOG is often notified of errors in calculating TUMF after a developer has received a building permit or certificate of occupancy. Most recently, for example, during the annual TUMF review for Fiscal Year 2016/2017, WRCOG discovered that local agency staff miscalculated TUMF for several gas stations. In response, staff distributed clarifying emails to member agencies and determined that there were additional miscalculations even after this clarifying email was distributed. Staff has also encountered other recent instances in which several development projects that should have been exempted from TUMF were actually assessed TUMF, necessitating refunds.

Several years ago, staff amended the TUMF Administrative Plan to encourage local agencies to ask WRCOG to vet their calculations and determinations. The concept was that if this option was voluntary, local agencies might ask WRCOG for additional assistance to limit the number of miscalculations and misinterpretations. The following language was therefore added to the TUMF Administrative Plan in Section III.B.3 (Balance Due):

If first vetted through WRCOG staff in writing, the calculation is not subject to additional review.

However, it does not appear that this process fully resolves the various outstanding issues as WRCOG continues to find TUMF miscalculations and incorrect interpretations of the Administrative Plan. Most concerning is that, ultimately, the participating jurisdiction is ultimately responsible for TUMF in instances where TUMF is not collected when it should be, or is under collected. Staff would therefore like to propose four options for members to consider to address this issue:

1. **Calculate all project fees and verify exemptions:** WRCOG will verify all TUMF exemptions and calculate TUMF for new residential and non-residential development projects. This option would ensure that all new development is being assessed TUMF correctly and consistently throughout the WRCOG subregion. The number of refunds issued to member agencies on behalf of developers would decrease. Since the inception of the TUMF Program, WRCOG has issued more than \$17Min refunds for projects that were exempt under the Program or had active Credit Agreements. With this additional task of calculating TUMF for new development projects, additional staff would need to be retained to accommodate all building activity in the subregion. Staffing could become an issue if the current rate of development continues for the near future, as the number of building permits for new development continues to rise. However, this option would alleviate the need to conduct annual TUMF reviews of each member agency, since the calculations and exemptions would be verified by WRCOG prior to issuance of a building permit / certificate of occupancy. This would save member agency staff time since it would no longer be necessary for agency staff to collect all necessary documentation needed in the fall during the annual TUMF reviews.
2. **Calculate all non-residential fees and all categories in the Fee Calculation Handbook and verify exemptions:** WRCOG will verify all exemptions and calculate TUMF for new non-residential development projects only. This option would ensure that all new non-residential development is being assessed TUMF correctly and consistently throughout the WRCOG subregion. Most of the miscalculations of TUMF that staff has encountered are related to non-residential development since residential project calculations are often more straight forward. Since non-residential development makes up approximately 10-20% of all TUMF collections, staff believes this effort could be completed with the existing resources included in the Transportation Department budget.
3. **Calculate fees for all uses in the Fee Calculation Handbook and verify exemptions:** WRCOG will review and sign off on all TUMF exemptions for new development projects and calculate TUMF for any special uses in the Fee Calculation Handbook. This option would assist WRCOG in identifying potential issues related to miscalculations in TUMF. Example uses in the Fee Calculation Handbook include gas stations, high cube warehouses, wineries, and other specialized uses. Staff anticipates that the percentage of uses which fall into these categories represent less than 5% of all projects which incur a TUMF obligation.
4. **Verify exemptions:** WRCOG will review and sign off on all TUMF exemptions for new development projects. A number of significant TUMF issues that have come up in the past relate to development projects that have been exempt from TUMF. Such issues have been discovered during review of monthly Remittance Reports and are the result of interpretation of language in the TUMF Administrative Plan or items covered in Development Agreements between member agencies and developers. This option could potentially assist in avoiding future issues arising from member agencies exempting development projects from TUMF. WRCOG could develop a checklist that member agencies review and submit to staff prior to exempting any development project from TUMF.

Option	Staff resources currently available	Avoids calculation errors	Shifts fee collection responsibility
Option #1 - Calculate all project fees and verify exemptions	No	Yes	Yes
Option #2 - Calculate all non-residential fees and all categories in the Fee Calculation Handbook, verify exemptions	Yes	Partially	Partially
Option #3 - Calculate fees for all uses in the Fee Calculation Handbook, verify exemptions	Yes	Partially	Partially
Option #4 - Verify exemptions	Yes	Partially	Partially

Staff's perspective is that a number of issues have come up with member agencies exempting development projects from TUMF based on certain interpretations of exemption language included in the TUMF Administration Plan related to Development Agreements entered into prior to the inception of the TUMF Program. Additionally, over the last couple of fiscal years, WRCOG had to refund particular developers for TUMF paid on development projects that are exempt under the Program, such as the construction of new single-family residential units built specifically for disabled veterans. Therefore, staff's recommendation would be to move forward with at least Option 4, which would have WRCOG sign off on exemptions of TUMF from any new development project.

Prior Action:

April 12, 2018: The Public Works Committee requested 2-3 options to bring back for further discussion.

Fiscal Impact:

Transportation Department activities are included in the Agency's adopted Fiscal Year 2017/2018 Budget under the Transportation Department.

Attachment:

None.

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Western Riverside Council of Governments Technical Advisory Committee

Staff Report

Subject: Western Community Energy Activities Update

Contact: Barbara Spoonhour, Director of Community Choice Aggregation Development,
bspoonhour@wrcoq.us, (951) 405-6760

Date: April 19, 2018

The purpose of this item is to provide the Committee with an update on the status of implementing Western Community Energy (WCE), a Community Choice Aggregation for participating jurisdictions in the subregion.

Requested Action:

1. Receive and file.

Community Choice Aggregation (CCA) allows cities and counties to aggregate their buying power to secure electrical energy supply contracts on a region-wide basis. In California, CCA (Assembly Bill 117, Chaptered in 2002) allows for local jurisdictions to form a CCA, and several jurisdictions throughout California are pursuing the formation of CCAs as a way to provide local control in rate-making, lower energy costs for businesses and residents.

A CCA allows a local government – either alone or as a group of jurisdictions in a Joint Powers Authority (JPA) – to purchase power on behalf of its community, while utilizing the delivery system of the investor owned utility, in this region's case Southern California Edison (SCE). A CCA provides a choice for the community which it does not currently have (unless their community is served by a separate public utility). In those instances, which impact the majority of residents and businesses in Western Riverside County, getting power from SCE under the rates SCE offers is their only option. Under a CCA, residents and businesses have the ability to choose from new rates and power sources (that are often more renewable) offered by the CCA, or they can choose to stay with SCE. Local jurisdictions, by participating in a CCA, allow for their businesses and residents to voluntarily make these choices.

Importantly, a CCA also provides local control over rate setting and programs by locally elected city councilmembers and Board of Supervisors members. Rates and programs would be designed and implemented at the local level, at local public meetings, where members of the public who are living within the CCA boundaries can readily participate. Currently, SCE sets the rates through the California Public Utilities Commission (CPUC) in San Francisco.

Western Community Energy Update

WRCOG staff has been providing presentations to local jurisdictions during city council meetings, workshops, and other avenues to discuss the CCA concept and the steps that have been taken to explore and move forward with the formation of a CCA in Western Riverside County, and will continue to do so as requested. However, staff believes that the most prudent and effective path forward is for jurisdictions to join the CCA so that they can then work together to more closely examine remaining issues and, together, determine whether to actually operationalize the Agency and provide services to their businesses and residents. Importantly, joining the CCA is not a commitment to implement the CCA, but as explained below it will provide flexibility to

operationalize sooner rather than later; waiting to form a CCA could automatically limit implementation timeframes.

Major points of Emphasis:

Feasibility Study concluded that CCA would provide rate savings to businesses and residents: In January 2016, the Executive Committee directed staff to study the potential formation of a CCA Program, and on February 6, 2017, the Executive Committee accepted a Feasibility Study which concluded, using very conservative assumptions, that the launch of a CCA **will yield savings** to CCA participants (i.e., residential and business consumers of electricity). WRCOG staff was directed to develop a CCA as a separate agency from WRCOG, but would use WRCOG resources to provide cost efficiencies.

CCAs are not new in California: CCAs are not a new concept, and the CCA being contemplated would not even be the first CCA in Western Riverside County. Nine CCAs are currently operating in California, and at least 10 more will commence operations in 2018. In fact jurisdictions representing approximately 70% of the population in SCE's service territory are examining CCA formation.

In Riverside County, the Desert Community Energy CCA is formed, with three jurisdictions on board. The City of San Jacinto has begun to service load for its community through a CCA operated by Lancaster. Riverside County unincorporated area has set up its CCA and plans to service load in 2018. In Los Angeles and Ventura counties, 31 jurisdictions have recently joined Clean Power Alliance.

WRCOG member jurisdictions are encouraged to join WCE for the following reasons: Joining WCE does not lock in a City to implementation, there are many more steps that need to occur prior to launch. Joining WCE allows the agency to move forward in further examining the true savings amounts.

CCAs are economic drivers: WRCOG member agencies regularly indicate that economic development is a top priority in the subregion. As CCAs, which offer local control in rate setting, lower rates, and choices for residents and businesses, form in adjacent communities, WRCOG jurisdictions stand to lose ground in the fight for new economic growth. Providing savings to community residents allows for them to spend monies in their communities, rather than having it default to their energy bill.

Local control is huge: But by joining a CCA, a local jurisdiction immediately has a voice in rate setting and can work to tailor rates that can best benefit their community and region. Currently, local elected officials have no vote on rate setting, which occurs at the CPUC in Northern California.

Giving constituents options is important: When a jurisdiction joins a CCA, it is simply providing its residents and businesses with the ability to choose whether they, too, wish to participate in the CCA. Participation is totally optional, and prior to launch and during operations the CCA will provide notices to businesses and residents to inform them of the CCA and rates, and provide them with the ability to choose.

Timing is critical: In February 2018, the CPUC adopted a Resolution that dictates when a CCA can begin operating. CCAs that formed and submitted their required Implementation Plans prior to March 1, 2018, are able to launch in 2019. Even though WCE had not yet submitted its Implementation Plan, the language in the CPUC Resolution is vague and lends to the ability for CCAs to pursue a launch in 2019 that has missed the March deadline. However, CPUC staff indicated that the longer WCE takes to establish its agency structure and submit its Implementation Plan, the more difficult it will be to launch in 2019, thus potentially pushing a launch out to 2020. By deferring action to join a CCA now, jurisdictions may not be able to offer these benefits to their constituents for several years because of State processes.

Is the "Exit Fee" a deal-breaker? The Power Charge Indifference Adjustment, or "Exit Fee," is being raised by some as an unknown factor that should put the brakes on CCA formation. The "Exit Fee" is not new, and a fee is already in place for 2018. WRCOG's Feasibility Study / Business Plan used a high conservative rate (over 30% above the current PCIA) in its analysis, and still shows that a CCA would benefit Western Riverside County. In fact, the PCIA fee used in the Feasibility Study is actually higher than what SCE states the PCIA should be.

Primarily because of the timing issue discussed above, WRCOG staff believes it is prudent for jurisdictions, in order to maintain maximum flexibility and options, to consider joining WCE this spring. At that time, they can work together through the remaining matters that need to be addressed before launching. Joining the CCA is not a commitment to implement and participate. Rather, it is critical that elected officials who are interested in CCA development can meet together to mutually determine whether and when to proceed.

Upcoming Events

Community Choice Energy Summit

April 24 – 26, 2018

San Diego Marriott La Jolla

The 2018 Community Choice Energy Summit will take a deeper look into renewable power planning, procurement and financial strategies, initiatives for developing local energy resources and projects, and emerging advanced methods, including customer analytics, energy portfolio risk management, and demand energy resources (DERs). This year also features a special session designed to provide executives from working CCAs, Mayors, City Managers, and Committee/Task Force Chairs from prospective CCAs, an opportunity to network and share insights, best practices and concerns, and a panel focused just on Southern California CCAs and municipalities. For more information, please visit <http://infocastinc.com/event/community-choice-energy/>.

The Business of Local Energy Symposium

June 4 – 5, 2018

Sheraton Hotel, Sacramento

The Center for Climate Protection, along with the Local Government Commission (LGC) and the Local Government Sustainable Energy Coalition (LGSEC) are organizing the 3rd Business of Local Energy Symposium. This year's theme, "Community Choice: Power with Purpose," looks at accelerating CCA adoption, sharing best practices, and creating more benefits for communities. There will also be a pre-symposium workshop on the afternoon of June 4th on distributed energy resource (DER) projects that build local resiliency, provide unique customer services, and contribute to local economic development. For more information, please visit <https://climateprotection.org/business-local-energy-symposium-2018/>.

Prior Action:

March 15, 2018: The Technical Advisory Committee received and filed.

Fiscal Impact:

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

Attachment:

None.

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Western Riverside Council of Governments Technical Advisory Committee

Staff Report

Subject: SAWPA's One Water One Watershed Plan and Forthcoming Prop 1 Water Grant Funding Opportunities

Contact: Mike Antos, Senior Watershed Manager, Santa Ana Watershed Project Authority, manots@sawpa.org, (951) 354-4220

Date: April 19, 2018

The purpose of this item is to provide a presentation from the Santa Ana Watershed Project Authority regarding the One Water One Watershed Plan Update 2018.

Requested Action:

1. Receive and file.

The Santa Ana Watershed Project Authority is facilitating the One Water One Watershed Plan Update 2018 and has opened a call for projects, which help implement the Plan. Proposition 1 grants will soon be available for projects selected by the region as supporting the watershed's most critical needs. The presentation will familiarize or remind about these interlinked processes, and describe how cities can become further engaged.

Prior Action:

None.

Fiscal Impact:

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

Attachment:

1. One Water One Watershed Plan Update 2018 & Proposition 1 IRWM Implementation Grants PowerPoint.

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Item 7.E

SAWPA's One Water One
Watershed Plan and Forthcoming
Prop 1 Water Grant Funding
Opportunities

Attachment 1

One Water One Watershed Plan
Update 2018 & Proposition 1 IRWM
Implementation Grants PowerPoint

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ONE WATER ONE WATERSHED PLAN UPDATE 2018 & PROPOSITION I IRWM IMPLEMENTATION GRANTS

INTEGRATED REGIONAL WATER MANAGEMENT PROGRAM FOR THE
SANTA ANA RIVER WATERSHED

Mike Antos
Senior Watershed Manager
Santa Ana Watershed Project Authority
951-354-4238 | mantos@sawpa.org



CALIFORNIA'S INTEGRATED REGIONAL WATER MANAGEMENT PROGRAM

- Twelve Funding Regions
- Santa Ana Watershed (Orange, #5)
 - SAWPA is state-approved Regional Water Management Group
 - One Water One Watershed Program
 - Prop I IRWM implementation grant allocation



2

OWOW STEERING COMMITTEE

1. Orange County Supervisor
2. San Bernardino County Supervisor
3. Riverside County Supervisor
4. Orange County city elected rep
5. San Bernardino County city elected rep
6. Riverside County city elected rep
7. Member of the Santa Ana Regional Water Quality Control Board
8. SAWPA Commissioner
9. SAWPA Commissioner
10. Member of an environmental non-profit
11. Member of the business community

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SOME ROLES OF THE STEERING COMMITTEE

1. Setting goals & objectives for the OWOW Plan Update 2018
2. Setting the policies for the OWOW Plan Update 2018 call for projects to be included in the plan
3. Setting priorities so that projects competing for funding can be scored / ranked



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Achieve	resilient water resources through innovation and optimization.
Ensure	high quality water for all people and the environment.
Preserve & enhance	recreational areas, open space, habitat, and natural hydrologic function.
Engage	with members of disadvantaged communities and associated supporting organizations to diminish environmental injustices and their impacts on the watershed.
Educate & build	trust between people and organizations.
Improve	data integration, tracking and reporting to strengthen decision-making.

OWOW PLAN UPDATE 2018 GOALS





PILLAR WORKGROUPS

1. Climate Risk & Resilience
2. Data Management & Monitoring
3. Disadvantaged Communities & Tribal Communities
4. Integrated Stormwater Management
5. Land Use & Water Planning
6. Nature Resource Stewardship
7. Water Quality
8. Water Recycling
9. Water Use Efficiency
10. Water Use Optimization

PILLAR WORKGROUP CHAPTER OUTLINE

1. How does the topic of the Pillar relate to the goals?
2. What are the Pillar's recommendation for management strategies?
 1. Policy strategies?
3. Support for the recommendations
4. Links to the other Pillars



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OWOW PLAN UPDATE 2018

- IRWM Plans include a list of projects that, once implemented, will help achieve the goals of the plan.
- 2016 IRWM Plan Standards contains guidance on how to include projects
- OWOW Program has done this before, has learned lessons, now must gear up to do it again



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WHY HAVE YOUR PROJECT IN OWOW PLAN UPDATE 2018?

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PROPOSED PRINCIPLES FOR THE CALL FOR PROJECTS FOR INCLUSION IN THE PLAN

01

All projects that meet threshold of requested information will be included.
Judicious use of the term "required"

02

Project proponents must assert and describe how projects help achieve the OWOW Plan Update 2018 Goals & Objectives

03

All project information, once submitted, will be visible to the public on a map and within the database

04

Other project databases will be input directly to the OWOW database, insofar as is technically feasible

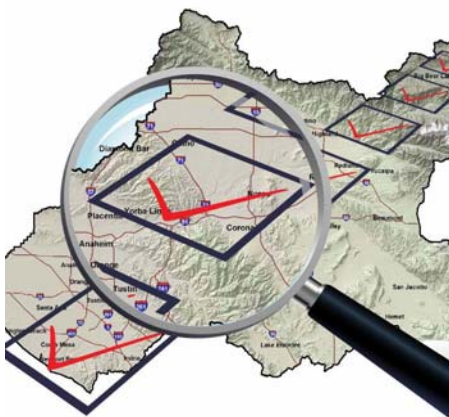
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CALL FOR PROJECTS TO BE INCLUDED



- Online Data Tool
 - www.SAWPA.org/OWOW
- Importing project lists:
 - OC Plan (2018)
 - Santa Ana River Parkway & Open Space Plan (2018)
 - Orange County Stormwater Resources Plan (2017)
 - IEUA Integrated Resources Plan (2016)
 - Chino Basin Stormwater Resources Plan (2016)
 - OWOW 2.0 Plan Round 4 (2015)
 - Upper Santa Ana IRWMP (2014)

PROP 1 IMPLEMENTATION GRANTS



- Department of Water Resources releases the Proposal Solicitation Package (PSP) for Prop 1 IRWM Implementation grants
 - OWOW Steering Committee will set the conditions of competition (scoring / ranking criteria)
 - Project Proponents self-identify as seeking grants, provide additional information in database.

PROPOSITION I FUNDING

Funding Areas	P1 Allocation	2% Bond Admin	5% Program Delivery	10% DAC Involvement	10% DAC Projects	Remaining*
North Coast	\$26,500,000	\$530,000	\$1,325,000	\$2,650,000	\$2,650,000	\$19,345,000
San Francisco Bay Area	\$65,000,000	\$1,300,000	\$3,250,000	\$6,500,000	\$6,500,000	\$47,450,000
Central Coast	\$43,000,000	\$860,000	\$2,150,000	\$4,300,000	\$4,300,000	\$31,390,000
Los Angeles	\$98,000,000	\$1,960,000	\$4,900,000	\$9,800,000	\$9,800,000	\$71,540,000
Santa Ana	\$63,000,000	\$1,260,000	\$3,150,000	\$6,300,000	\$6,300,000	\$45,990,000
San Diego	\$52,500,000	\$1,050,000	\$2,625,000	\$5,250,000	\$5,250,000	\$38,325,000
Sacramento River	\$37,000,000	\$740,000	\$1,850,000	\$3,700,000	\$3,700,000	\$27,010,000
San Joaquin River	\$31,000,000	\$620,000	\$1,550,000	\$3,100,000	\$3,100,000	\$22,630,000
Tulare/Kern	\$34,000,000	\$680,000	\$1,700,000	\$3,400,000	\$3,400,000	\$24,820,000
North/South						
Lahontan	\$24,500,000	\$490,000	\$1,225,000	\$2,450,000	\$2,450,000	\$17,885,000
Colorado River	\$22,500,000	\$450,000	\$1,125,000	\$2,250,000	\$2,250,000	\$16,425,000
Mountain Counties	\$13,000,000	\$260,000	\$650,000	\$1,300,000	\$1,300,000	\$9,490,000
Total	\$510,000,000	\$10,200,000	\$25,500,000	\$51,000,000	\$51,000,000	\$372,300,000
*Remaining Statewide Funding						
Planning Solicitation		\$5,000,000				
Implementation Solicitations		\$367,300,000				
TOTAL		\$372,300,000				

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PROP I ELIGIBILITY LANGUAGE

- Included, but not limited to:
 - Decision support tools
 - Conjunctive use
 - Improvement of water quality
 - Storm water resource management
 - Surface and underground water storage
 - Water conveyance facilities
 - Water desalination projects
 - Water reuse and recycling
 - Water-use efficiency and water conservation
 - Watershed protection, restoration, and management projects



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PROP I ELIGIBLE APPLICANTS

- Public Agencies
- Non-profit Organizations
- Public Utilities
- Federally Recognized Indian Tribes
- California Native American Tribes
- Mutual Water Companies
- Non-State cost share not less than 50% of total project cost
 - May be waived for certain projects benefiting Disadvantaged Communities

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NEXT STEPS FOR OWOW PROGRAM

- Now:
 - Call for Projects for inclusion in the Plan
 - OWOW Plan Update 2018
 - State PSP draft available in May
- Summer:
 - Call for projects wishing grants
 - Rating & Ranking
 - OWOW Plan Update 2018 Public Comment period (5-6 weeks)
- Fall:
 - Final suite of projects to propose for funding
 - Pre-application workshop with DWR
- Winter:
 - Approval of the OWOW Plan Update 2018
 - Application for implementation grant dollars

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THANK YOU

QUESTIONS?

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