



Western Riverside Council of Governments Administration & Finance Committee

AGENDA

**Wednesday, May 13, 2020
12:00 p.m.**

**Western Riverside Council of Governments
(CLOSED TO PUBLIC)
3390 University Avenue, Suite 200
Riverside, CA 92501**

**Join Zoom Meeting
[Click Here](#)**

**OR:
Meeting ID: 840 8646 9267
Password: 444413**

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SPECIAL NOTICE – COVID-19 RELATED PROCEDURES IN EFFECT

Due to the state and local State of Emergency resulting from the threat of Novel Coronavirus (COVID-19), Governor Newsom has issued Executive Order N-29-20 (issued March 17, 2020) in which Section 3 supersedes Paragraph 11 of Executive Order N-25-20 (issued on March 12, 2020). This new order states that WRCOG does not need to make a physical location available for members of the public to observe a public meeting and offer public comment. The Order allows WRCOG to hold Committee meetings via teleconferencing and allows for members of the public to observe and address the meeting telephonically or electronically.

To follow the new Order issued by the Governor, the Administration & Finance Committee meeting scheduled for Wednesday, May 13, 2020 at 12:00 p.m. will be closed to the public. Members of the public may send public comments by emailing snelson@wrcog.us, or calling (951) 405-6703 before or during the meeting, prior to the close of public comment.

Any member of the public requiring a reasonable accommodation to participate in this meeting in light of this announcement shall contact Suzy Nelson prior to 12:00 p.m. on May 11, 2020, at (951) 405-6703 or at snelson@wrcog.us.

The Administration & Finance Committee may take any action on any item listed on the agenda, regardless of the Requested Action.

1. CALL TO ORDER (Bonnie Wright, Chair)

2. ROLL CALL

3. PUBLIC COMMENTS

At this time members of the public can address the Administration & Finance Committee regarding any items listed on this agenda. Members of the public will have an opportunity to speak on agenda items at the time the item is called for discussion. No action may be taken on items not listed on the agenda unless authorized by law. Whenever possible, lengthy testimony should be presented to the Committee in writing and only pertinent points presented orally.

4. CONSENT CALENDAR

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

A. Summary Minutes from the February 12, 2020, Administration & Finance Committee Meeting are Available for Consideration. P. 1

Requested Action: 1. *Approve the Summary Minutes from the February 12, 2020, Administration & Finance Committee meeting.*

B. Finance Department Activities Update P. 7

Requested Action: 1. *Receive and file.*

C. First Amendment to the Professional Services Agreement with Frontier Energy for Regional Energy Network Development P. 13

Requested Action: 1. *Approve the First Amendment to the Professional Services Agreement between WRCOG and Frontier Energy, Inc., for continued support to WRCOG in its Regional Energy Network development and general staff support activities to increase the total not to exceed amount from \$74,890 to \$126,347, and to extend the term of the Agreement through April 1, 2021.*

D. Second Amendment to the Professional Services Agreement for On-Call Planning Services P. 21

Requested Action: 1. *Approve the Second Amendment to the Professional Services Agreement between WRCOG and WSP USA, Inc., for support to WRCOG in its Transportation Planning, Grant Writing Assistance, Economic and Demographic Forecasting, and general WRCOG staff support activities to extend the term of the Agreement through June 30, 2021.*

5. REPORTS / DISCUSSION

A. Draft Fiscal Year 2020/2021 Agency Budget

P. 29

Requested Action: 1. *Recommend that the Executive Committee approve the draft Agency Budget for Fiscal Year 2020/2021.*

B. Nominations for WRCOG Executive Committee Chair, Vice-Chair, and 2nd Vice-Chair Positions for Fiscal Year 2020/2021

P. 65

Requested Action: 1. *Provide recommendations for leadership positions of Chair, Vice-Chair, and 2nd Vice-Chair for Fiscal Year 2020/2021, to be considered by the Executive Committee on June 1, 2020.*

6. REPORT FROM THE EXECUTIVE DIRECTOR

Rick Bishop

7. ITEMS FOR FUTURE AGENDAS

Members

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

8. GENERAL ANNOUNCEMENTS

Members

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

9. NEXT MEETING: The next Administration & Finance Committee meeting is scheduled for Wednesday, June 10, 2020, at 12:00 p.m., via Zoom platform.

10. ADJOURNMENT

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1. CALL TO ORDER

The meeting of the Administration & Finance Committee was called to order at 12:03 p.m. by Chair Bonnie Wright at WRCOG's office, Citrus Conference Room.

Members present:

Mike Lara, City of Beaumont
Bonnie Wright, City of Hemet (Chair)
Kelly Seyarto, City of Murrieta
Kevin Bash, City of Norco
Rita Rogers, City of Perris
Ben Benoit, City of Wildomar
Brenda Dennstedt, Western Municipal Water District (WMWD)

Staff present:

Steve DeBaun, Legal Counsel, Best Best & Krieger
Rick Bishop, Executive Director
Andrew Ruiz, Chief Financial Officer
Chris Gray, Director of Transportation & Planning
Casey Dailey, Director of Energy & Environmental Programs
Janis Leonard, Administrative Services Manager
Tyler Masters, Program Manager
Christopher Tzeng
Anastasia Cortes, Program Manager
Anthony Segura, Senior Analyst
Rachel Singer, Staff Analyst
Daniel Soltero, Staff Analyst
Suzy Nelson, Administrative Assistant
Haley Hensen, Intern

Guests present:

Mark Roberts, Caltrans
Ricky Rivers, Caltrans
Stephanie Gallegos, Caltrans
Bill Blankenship, WB Consulting
Andrea Howard, PlaceWorks
Aaron Pfannenstiel, PlaceWorks

2. PUBLIC COMMENTS

There were no public comments.

3. MINUTES – *(Wildomar / WMWD) 7 yes; 0 no; 0 abstention. Item 3.A was approved. The Cities of Lake Elsinore and Riverside, and the County of Riverside Districts 2 and 3 were absent.*

A. Summary Minutes from the January 8, 2020, Administration & Finance Committee Meeting are Available for Consideration.

Action: 1. *Approved the Summary Minutes from the January 8, 2020, Administration & Finance Committee meeting.*

4. CONSENT CALENDAR – (Murrieta / Perris) 7 yes; 0 no; 0 abstention. Items 4.A and 4.B were approved. The Cities of Lake Elsinore and Riverside, and the County of Riverside Districts 2 and 3 were absent.

A. Finance Department Activities Update

Action: 1. Received and filed.

B. PACE Programs Activities Update: Increased Consumer Protections Resulting from the Renovate America Stipulated Judgement

Action: 1. Recommended that the Executive Committee approve administrative changes to the WRCOG Program Report, CA HERO Program Report, and WRCOG's Consumer Protections Policy.

5. REPORTS / DISCUSSION

A. Regional Energy Network Development Activities Update

Anthony Segura reported that WRCOG has had an energy partnership (Western Riverside Energy Partnership – WREP) with SoCalGas, Southern California Edison (SCE), and 15 member jurisdictions since 2010. WREP accomplishments include streetlighting, interior / exterior lighting upgrades, facility audits, and community outreach. WREP had an annual rate payer funded budget of \$216,000.

The California Public Utilities Commission (CPUC) authorized utilities to adjust partnership structures. The purpose is to allow the utilities to be more cost effective on program oversight. This affects WREP with a decrease in funding, elimination of programs, and elimination of Strategic Plan Funding. SoCalGas and SCE are now bidding out 60% of their energy programs. These changes are impacting all 40 partnerships throughout the state, including WREP. SCE is no longer a part of WREP as of 2020 as they are looking at more cost-effective ways at reducing needs to implement energy efficiency within the region.

WRCOG is looking to create a Regional Energy Network (REN), which is a locally driven government program approved by the CPUC. RENs administer the same programs as WREPs did, as well as Residential Energy Efficiency, Codes & Standards for new building development, Development of Funding Mechanisms, and Workforce Education & Training. Programs can be tailored to the region. RENs provide more local control and have higher budgets to work with.

There are currently three RENs operating in the state. SoCalREN is administered by Los Angeles County and covers Riverside and San Bernardino Counties. There has been little to no outreach into this local region; most programs have been centralized in Los Angeles and Orange Counties.

SoCalREN has no governing board and is staffed by Los Angeles County. The proposed REN would be called Inland Regional Energy Network (I-REN) and would be managed by staff from the Coachella Valley Association of Governments (CVAG), San Bernardino Council of Governments (SBCOG), and WRCOG. WRCOG would take the lead. A Steering Committee would be created, acting as I-REN's governing board, consisting of two members from each agency's governing board. Any actions (contracts, program implementation, etc.) would be forwarded to each agency's governing board for approval.

In December 2018, the Executive Committee approved the development of a REN with CVAG and SBCOG. Since that time WRCOG released a Request for Proposal seeking a consultant for REN development; in April 2019, Frontier Energy was selected. In August 2019, staff met with the CPUC to voice why a REN in this region should be created, separate from the SoCalREN. In December 2019, the CPUC approved a framework allowing for new RENs to be formed; they are no longer considered pilot programs.

I-REN would focus on the implementation of the following three program areas: 1) Public Sector; 2) Workforce Education & Training; and 3) Codes & Standards. The Public Sector Program would work with local governments to support energy upgrades for high usage municipal facilities. The Workforce Education & Training Program would consist of coordinating with community colleges and workforce development boards to train the region's workforce in the field of energy efficiency. A Codes & Standards Program would work with local building departments on the California Energy Efficiency Code (Title 24), which is updated every three years.

A formal Letter of Commitment to Cooperate needs to be developed amongst WRCOG, CVAG, and SBCOG and submitted to the CPUC with the I-REN Business Plan. This is anticipated to occur in July 2020. Launch of I-REN is anticipated for Fiscal Year 2021/2022.

Chair Bonnie Wright asked if the other RENs are supportive of this.

Casey Dailey responded that Los Angeles County has been operating SoCalREN since 2012. Rate payer tax dollars are being spent on projects in Los Angeles and Orange Counties, not here, not locally. Staff are trying to encourage SoCalREN that it would be in its best interest to have a REN in this region administered by agencies in this region.

Committee member Mike Lara expressed concern in that there did not seem to be much concern by SoCalREN for cost effectiveness of I-REN.

Mr. Dailey responded that cost effectiveness at the CPUC is an entire formula based upon the effectiveness of every rate payer dollar and how many kilowatt hours are saved. Staff will strive to run as efficient programs as possible by identifying outside funding sources to match with rate payer funds.

Committee member Ben Benoit asked how much money has been spent in the other counties.

Mr. Dailey responded that staff had to file a Public Records Act request for that information.

Action: 1. *Received and filed.*

B. Public Service Fellow Presentations

Rachel Singer reported that two Round IV Fellows will be presenting to the Committee today on projects that they have been working on in their respective jurisdictions.

Meghan Nazareno has served her Fellowship with the City of Canyon Lake. Ms. Nazareno has received her B.A. in Political Science, with a minor in Digital Information Systems, from the University of California, Irvine. Ms. Nazareno developed a Contract Management System that keeps track of the lifecycle of a contract between the city and a provider. Next steps for Ms. Nazareno include the pursuit of a Master of Public Policy.

Thomas Kuhlmeier served his Fellowship with the County of Riverside, District 5. Mr. Kuhlmeier recently graduated from the University of California, Riverside with a B.A. in both Public Policy and History. During Mr. Kuhlmeier's Fellowship he worked on the proposal of a Child Protection Oversight Committee consisting of staff from the Riverside County Department of Public Social Services, Child Protective Services, and the Sheriff Coroner's Office. The three entities each have their own system of reporting child deaths, however they do not always effectively communicate with one another. Mr. Kuhlmeier's next steps include the pursuit of a degree in law.

Action: 1. *Received and filed.*

C. 29th Annual General Assembly & Leadership Conference

Rachel Singer reported that this year's event will be held on Thursday, June 25, 2020, at the Pechanga Resort Casino in Temecula. The format of the event will be similar to last year's with an exhibit hall open throughout the day featuring some of the sponsors, a lunchtime leadership conference featuring a variety of panels and presentations, followed by the General Assembly and keynote address in the evening and the post-event reception at the end.

This year's speakers will be Reince Priebus and Denis McDonough, both former White House Chiefs of Staff under two different administrations.

Action: 1. *Received and filed.*

D. 2nd Quarter Draft Budget Amendment for Fiscal Year 2019/2020

Andrew Ruiz reported that WRCOG has transferred \$400k to Western Community Energy to cover costs of pre-enrollment notifications.

Additional dues and job postings have increased expenditures in the Transportation & Planning Department by \$6k. Revenues from the LTF Program will offset these expenditures.

Additional recording fees and legal costs were incurred in the Energy Department by approximately \$9k and will be offset by PACE commercial revenues.

Additional legal expenditures were incurred in the Environmental Department due to contract reviews related to the Solid Waste Program; these costs will be offset by unused funding in other line items.

Action: 1. *Recommended that the Executive Committee approve the 2nd Quarter Draft Budget Amendment for Fiscal Year 2019/2020.*

(Wildomar / Perris) 7 yes; 0 no; 0 abstention. Item 5.D was approved. The Cities of Lake Elsinore and Riverside, and the County of Riverside Districts 2 and 3 were absent.

E. Personnel Update

Andrew Ruiz reported that management anticipates the need to increase staffing in Fiscal Year 2020/2021 for the Riverside County Habitat Conservation (RCHCA) and Western Community Energy (WCE), two separate Joint Powers Authorities administered by WRCOG. RCHCA anticipates hiring one field staff and one office staff. WCE anticipates hiring one office staff.

Action: 1. *Received and filed.*

F. Resilient IE Activities Update

Chris Gray reported that a grant of nearly \$1M was awarded from Caltrans for this project and acknowledged and thanked the Caltrans staff who attended the meeting.

Andrea Howard reported that all the primary goals have been completed for this project, which has been three years in the making.

Regional climate hazards include floods, fire, drought, landslides, and agricultural pests to name a few. The Resilient IE Toolkit will make it easier for communities to increase resilience of transportation infrastructure to climate-related hazards.

Aaron Pfannenstiel reported that the Toolkit components include a series of tools:

1. Introduction – an overview of the toolkit;
2. Vulnerability Assessment – identifies climate-related hazards in the area and how they are projected to change;
3. Evacuation Mapping – city-level evacuation routes for the entire subregion;
4. Adaptation Strategies – a list of recommendations for improving resilience across sectors;
5. Resilient Transportation Guidebook – to improve transportation infrastructure resilience; and
6. Resilience Template – helps communities develop and implement local adaptation efforts.

Ms. Howard added that each of the elements Mr. Pfannenstiel reported on are stand-alone documents that can be very useful for jurisdictions; the documents are available online at <http://www.wrcog.us/285/Resilient-IE>.

The ISC3 – Inland Southern California Climate Collaborative – recently launched, is administered by Climate Resolve, and is a regional forum supporting adaptation and resilience planning across sectors throughout Imperial, Riverside, and San Bernardino Counties.

ISC3's pilot project included a vulnerability assessment on an alternate approach for prioritizing funding across at-risk infrastructure. If one piece of infrastructure goes down, not only does that impact the drivers on that roadway, but it impacts other roads being utilized due to the other road's closure. Continued assessments will examine local economic impacts when jobs and stores cannot be reached and how that integrates into the communities.

The Resilient IE Toolkit components are being finalized and all elements will be complete by February 28, 2020.

Mr. Gray added that the global economic impact of closure of the Cajon Pass for two to three days is approximately \$100M in terms of people losing access to jobs and having to divert out of their way.

Action: 1. *Received and filed.*

6. REPORT FROM THE EXECUTIVE DIRECTOR

Rick Bishop invited Committee members to a tour of the new office following this meeting. The move will save the agency approximately \$100k per year through the term of the lease. Staff intends to bring in speakers from regional agencies to speak at upcoming Executive Committee meetings. Staff welcomes input from Committee members on speakers they are interested in hearing from.

7. ITEMS FOR FUTURE AGENDAS

Committee member Kevin Bash suggested a presentation on the coming loss of jobs and need to retool skills due to automation.

8. GENERAL ANNOUNCEMENTS

Chair Bonnie Wright announced that the Ramona Pageant begins soon.

9. CLOSED SESSION

There were no reportable actions

10. NEXT MEETING: **The next meeting is scheduled for Wednesday, March 11, 2020, at 12:00 p.m., at WRCOG's office located at 3390 University Avenue, Suite 200, Riverside.**

11. ADJOURNMENT: **The meeting of the Administration & Finance Committee adjourned at 1:19 p.m.**

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Western Riverside Council of Governments

Administration & Finance Committee

Staff Report

Subject: Finance Department Activities Update

Contact: Andrew Ruiz, Chief Financial Officer, aruiz@wrcog.us, (951) 405-6740

Date: May 13, 2020

The purpose of this item is to provide an update on the Agency financials through March 2020.

Requested Action:

1. Receive and file.

Fiscal Year 2019/2020 Agency Audit

WRCOG's annual Agency audit is tentatively scheduled to begin the week of June 15, 2020. WRCOG utilizes the services of the audit firm Rogers, Anderson, Malody, and Scott, LLC, (RAMS) to conduct its financial audit. The first visit is known as the "interim" audit; in July or August, RAMS will return to finish its second round, which is known as "fieldwork."

Fiscal Year 2020/2021 Agency Budget Development Process

Staff is nearly finished the development of the Fiscal Year 2020/2021 Agency Budget, and presentations to the various WRCOG committees are underway. The Executive Committee will review and consider approving the final draft Budget during its June 2020 meeting.

Financial Report Summary Through March 2020

The Agency Financial Report summary through March 2020, a monthly overview of WRCOG's financial statements in the form of combined Agency revenues and costs, is provided as Attachment 1.

Prior Action:

May 4, 2020: 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 through March 2020.

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Item 4.B

Finance Department Activities Update

Attachment 1

Financial Report summary through March 2020

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Western Riverside Council of Governments
Monthly Budget to Actuals
For the Month Ending March 31, 2020

Total Agency			
Revenues	Approved Budget 6/30/2020	Thru Actual 3/31/2020	Remaining Budget 6/30/2020
Member Dues	\$ 311,410	311,410	-
General Assembly Revenue	300,000	3,000	297,000
Interest Revenue - Other	25,000	115,323	(90,323)
PACE Residential Revenue	212,500	97,495	115,005
Other HERO Revenue	680,000	333,492	346,508
Statewide HERO Revenue	570,000	302,782	267,218
Gas Company Revenue	108,400	45,099	63,301
SoCal Edison Revenue	54,219	41,612	12,607
PACE Commercial Revenue	399,425	334,425	65,000
PACE Residential Recording Rev	111,800	70,074	41,726
Statewide HERO Recording fee Rev	441,200	198,647	242,553
PACE Commercial Recording Rev	17,500	62,478	(44,978)
Regional Streetlights Revenue	187,511	314,886	(127,375)
NW Clean Cities - Member Dues	128,000	250,270	(122,270)
Solid Waste	107,313	112,970	(5,657)
Statewide Used Oil Grant Revenue	377,654	377,654	-
CAP Grant Revenue	125,000	430,260	(305,260)
Adaptation Grant Revenue	125,000	85,394	39,606
LTF Revenue	800,250	800,250	-
RIVTAM Revenue	140,000	137,500	2,500
TUMF Admin Commerical	47,284	59,412	(12,129)
TUMF Admin Retail	109,687	146,928	(37,241)
TUMF Admin Industrial	502,285	220,417	281,869
TUMF Admin Single Family	1,121,669	667,811	453,858
TUMF Admin Multi-Family	199,074	260,520	(61,446)
Commerical/Service	1,134,806	1,425,893	(291,087)
Retail	2,632,497	3,526,278	(893,780)
Industrial	12,054,852	5,290,002	6,764,850
Single Family	26,920,065	16,027,474	10,892,592
Multi-Family	4,777,779	6,252,480	(1,474,701)
Total Revenues & Carryover	\$ 55,365,007	\$ 38,302,236	\$ 17,322,446
Overhead Transfer In	1,996,602	1,497,452	499,151
Total Revenues & Overhead	57,361,609	39,799,687	17,821,597

Expenses	Approved Budget 6/30/2020	Thru Actual 3/31/2020	Remaining Budget 6/30/2020
Salaries & Wages - Fulltime	\$ 1,939,032	1,584,535	354,497
Fringe Benefits	921,389	691,042	230,347
CalPERS OPEB Paydown	200,000	150,000	50,000
Overhead Allocation	1,877,020	1,407,765	469,255
General Legal Services	391,684	175,737	215,947
Audit Svcs - Professional Fees	30,500	21,700	8,800
Bank Fees	40,150	9,200	30,950

Commissioners Per Diem	62,550	34,550	28,000
Office Lease	465,000	249,748	215,252
WRCOG Auto Fuels Expenses	1,500	767	733
Parking Validations	10,046	11,755	(1,709)
Staff Recognition	800	184	616
Coffee and Supplies	2,500	2,417	83
Event Support	174,934	124,639	50,295
Program/Office Supplies	18,173	15,012	3,161
Computer Equipment/Supplies	4,500	3,209	1,291
Computer Software	84,500	57,092	27,408
Rent/Lease Equipment	30,000	12,651	17,349
Membership Dues	32,715	4,700	28,015
Subscription/Publications	3,225	2,484	741
Meeting Support Services	10,752	841	9,911
Postage	5,664	2,918	2,746
Other Expenses	1,250	1,192	58
Storage	10,000	3,752	6,248
COG HERO Share Expenses	10,000	1,949	8,051
Printing Services	7,500	7,869	(369)
Computer Hardware	9,500	1,471	8,029
Misc. Office Equipment	1,000		1,000
Communications - Regular Phone	16,000	14,526	1,474
Communications - Cellular Phones	17,500	6,000	11,500
Communications - Computer Services	57,500	26,063	31,437
Communications - Web Site	5,650	5,650	-
Equipment Maintenance - General	10,000	4,588	5,412
Equipment Maintenance - Comp/Software	21,000	13,212	7,788
Insurance - Errors & Omissions	11,500	6,579	4,921
Insurance - Gen/Busi Liab/Auto	92,500	82,402	10,098
WRCOG Auto Insurance	2,000		2,000
Recording Fee	260,741	105,992	154,749
Seminars/Conferences	11,230	1,558	9,672
General Assembly Expenses	300,000	106,018	193,982
Travel - Mileage Reimbursement	20,070	9,289	10,781
Travel - Ground Transportation	5,410	913	4,497
Travel - Airfare	12,250	1,888	10,362
Lodging	8,123	1,932	6,191
Meals	8,370	5,037	3,333
Other Incidentals	6,537	922	5,615
Training	9,250	4,895	4,355
Supplies/Materials	21,800	18,519	3,281
Staff Education Reimbursement	7,500		7,500
Advertising Media - Newspaper Ad	10,000	1,020	8,980
Advertisement Radio & TV Ads	72,000	22,000	50,000
Consulting Labor	2,177,945	1,142,323	1,035,622
Computer Equipment/Software	3,000		3,000
Office Move	200,000	160,682	39,318
TUMF Project Reimbursement	45,000,000	21,807,341	23,192,659
Transfer Out to Reserves	220,000		220,000
Total Expenses	\$ 54,868,890	28,128,529	26,959,480



Western Riverside Council of Governments

Administration & Finance Committee

Staff Report

Subject: First Amendment to the Professional Services Agreement with Frontier Energy for Regional Energy Network Development

Contact: Anthony Segura, Senior Analyst, asegura@wrcog.us, (951) 405-6733

Date: May 13, 2020

The purpose of this item is to request approval for an Amendment to the existing Professional Service Agreement for the Regional Energy Network development with Frontier Energy, Inc.

Requested Action:

1. Approve the First Amendment to the Professional Services Agreement between WRCOG and Frontier Energy, Inc., for continued support to WRCOG in its Regional Energy Network development and general staff support activities to increase the total not to exceed amount from \$74,890 to \$126,347, and to extend the term of the Agreement through April 1, 2021.

Background

Over the past year, SBCOG, CVAG, and WRCOG have engaged a consultant to support and develop a business plan for a new energy efficiency program (REN) within the region that would be presented for consideration and approval to the California Public Utilities (CPUC). To date, staff have been working alongside consultants Frontier Energy to gather information on public building data for both electric / gas models, addressing challenges / barriers, develop a strategic framework to be incorporated into the business plan, identify the program areas for the region, and have been communicating with staff at the CPUC, academia, and utilities to continue voicing the need of a REN within the Counties of Riverside and San Bernardino. Along with this work, WRCOG staff has met with the Riverside County Economic Development Agency, UCR Extension, Mt. San Jacinto College, and members of the Riverside County Workforce Investment Board to discuss collaboration opportunities to grow energy efficiency support and programs within the subregion.

One of the main purposes for WRCOG to develop a REN is to develop and administer energy efficiency programs tailored to meet the needs of both Riverside and San Bernardino Counties.

Regional Energy Network Professional Services – First Amendment to Frontier Energy Agreement

WRCOG entered into an Agreement for the development of a Regional Energy Network with Frontier Energy in April 2019. This Agreement incorporated duties that was geared towards supporting CVAG, SBCOG, and WRCOG in the development of its REN framework along with the development of the draft business plan that would be submitted to the CPUC. With the assistance of Frontier Energy, CVAG, SBCOG, and WRCOG has been able to develop its REN framework along with the component (Public Sector, Codes & Standards, and Workforce Education & Training) for its draft business plan. In order to allow Frontier Energy to continue to assist all three Councils of Governments as it relates to the ongoing development of its business plan submittal to the CPUC and continued energy efficiency support, the contract amount is increasing to not to exceed \$126,347 (split between CVAG, SBCOG, and WRCOG) and is being extended to April 1, 2021.

Per WRCOG's policy, the Executive Director has single signature authority for contracts up to \$100,000. Contracts between \$100,001 and \$200,000 are to be approved by the Administration & Finance Committee, and Contracts amounting to larger than \$200,000 are to be approved by the Executive Committee.

Prior Actions:

February 12, 2020: The Administration & Finance Committee received and filed.

April 10, 2019: The Executive Committee directed the Executive Director to enter into contract negotiations between WRCOG and Frontier Energy for Regional Energy Network (REN) Development.

Fiscal Impact:

REN Program development has been included in WRCOG's Fiscal Year 2020/2021 Agency Budget under the Energy Department. This Program cost will be shared between CVAG, SBCOG, and WRCOG.

Attachment:

1. First Amendment to the Professional Services Agreement between WRCOG and Frontier Energy, Inc.

Item 4.C

First Amendment to the Professional
Services Agreement with Frontier
Energy for Regional Energy Network
Development

Attachment 1

First Amendment to the Professional
Services Agreement between
WRCOG and Frontier Energy, Inc.

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**FIRST AMENDMENT TO
PROFESSIONAL SERVICES AGREEMENT
BETWEEN
WESTERN RIVERSIDE COUNCIL OF GOVERNMENTS
AND
FRONTIER ENERGY, INC.**

1. PARTIES AND DATE.

This First Amendment is made and entered into this _____ day of May 2020, by and between the Western Riverside Council of Governments, a California public agency ("WRCOG") and Frontier Energy, Inc., a California Corporation and professional services firm delivering energy efficiency, market transformation, and transportation solutions through technical consulting, program development and implementation, and technology development ("Consultant"). WRCOG and Consultant are sometimes individually referred to as "Party" and collectively as "Parties."

2. RECITALS.

2.1 Master Agreement.

WRCOG and Consultant have entered into that certain Professional Services Agreement dated April 4, 2019 ("Master Agreement").

2.2 First Amendment.

WRCOG and Consultant desire to enter into this First Amendment for the purposes of providing additional compensation for ongoing energy efficiency support as it pertains to WRCOG's Regional Energy Network development ("Services") and extending the term of the Master Agreement.

3. TERMS.

3.1 Additional Compensation.

The maximum compensation for Services performed under this First Amendment shall not exceed One-Hundred and Twenty-Six Thousand, Three Hundred Forty-Seven Dollars (\$126,347) without written approval of WRCOG's Executive Director. Work shall be performed in manner that is consistent with the Scope of Services and Compensation set forth in Exhibits "A" and "B," respectively, to the Master Agreement. The Services shall be more particularly described in the individual Task Order issued by WRCOG or its designee. No Services shall be performed unless authorized by a fully executed Task Order.

The total not-to-exceed-value of the Master Agreement and this First Amendment shall be increased from Seventy-Four Thousand, Eight Hundred Ninety Dollars (\$74,890) to One-Hundred Twenty-Six Thousand, Three Hundred Forty-Seven Dollars (\$126,347).

3.2 Term.

The term of the Master Agreement shall be amended to extend the term to April 1, 2021, (the "First Extended Term"), unless earlier terminated as provided in the Master Agreement.

3.3 Continuation of Existing Provisions.

Except as amended by this First Amendment, all provisions of the Master Agreement, including without limitation the indemnity and insurance provisions, shall remain in full force and effect and shall govern the actions of the Parties under this First Amendment.

3.4 Counterparts.

This First Amendment may be executed in duplicate originals, each of which is deemed to be an original, but when taken together shall constitute one instrument.

[Signatures on the following page]

**SIGNATURE PAGE TO
FIRST AMENDMENT TO
PROFESSIONAL SERVICES AGREEMENT
BETWEEN
WESTERN RIVERSIDE COUNCIL OF GOVERNMENTS
AND
FRONTIER ENERGY, INC.**

IN WITNESS WHEREOF, the Parties hereto have made and executed this First Amendment as of the date first written above.

WRCOG

CONSULTANT

WESTERN RIVERSIDE COUNCIL
OF GOVERNMENTS

Frontier Energy Inc.

By: _____
Rick Bishop
Executive Director

By: _____
Jean Krausse
Vice President

Approved to Form:

By: _____
Steven C. DeBaun
General Counsel

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Western Riverside Council of Governments

Administration & Finance Committee

Staff Report

Subject: Second Amendment to the Professional Services Agreement for On-Call Planning Services

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

Date: May 13, 2020

The purpose of this item is to request an approval of an Amendment to the existing Professional Services Agreement for On-Call Planning Services with WSP USA, Inc.

Requested Action:

1. Approve the Second Amendment to the Professional Services Agreement between WRCOG and WSP USA, Inc., for support to WRCOG in its Transportation Planning, Grant Writing Assistance, Economic and Demographic Forecasting, and general WRCOG staff support activities to extend the term of the Agreement through June 30, 2021.

Background

In July 2017, the Administration & Finance Committee received a report on the selection of 14 qualified consulting firms / teams for WRCOG On-Call Planning activities. Shortly thereafter, WRCOG executed Professional Services Agreements (PSAs) with the qualified firms / teams.

The need for On-Call planning activities is evident as WRCOG continues to receive requests from its member agencies for assistance on a variety of disciplines related to jurisdictions' planning efforts. WRCOG identified disciplines to provide direct assistance to its member agencies and has utilized some of the qualified firms / teams for On-Call planning activities to assist member agencies and WRCOG.

Per WRCOG's policy, the Executive Director has Single Signature Authority for contracts up to \$100,000. Contracts between \$100,001 and \$200,000 are to be approved by the Administration & Finance Committee, and Contracts amounting to larger than \$200,000 are to be approved by the Executive Committee.

On-Call Planning Professional Services – Second Amendment to WSP USA, Inc. (WSP) Agreement

WRCOG entered into an Agreement for On-Call Planning Professional Services with WSP in July 2017. This Agreement incorporated duties in the Transportation Planning, Grant Writing Assistance, Economic and Demographic Forecasting, and WRCOG staff support disciplines for On-Call Planning Services. WSP has assisted WRCOG with grant writing application development on several applications, including the successful Caltrans Sustainable Transportation Planning Grant application for the Resilient IE project. WSP has also assisted WRCOG on a few tasks as it relates to transportation planning and the TUMF Program. In order to allow WSP to continue to be on-call to continue to provide WRCOG assistance as it relates to grant writing assistance and transportation planning disciplines, the contract term will be extended through June 30, 2021; there are no changes to the compensation section of the agreement.

Prior Action:

June 12, 2019: The Administration & Finance approved the First Amendment to the Professional Services Agreement between WRCOG and WSP USA, Inc.

Fiscal Impact:

Expenditures for On-Call Planning Services are included in the Fiscal Year 2020/2021 Agency Budget under the Transportation Department.

Attachment:

1. Second Amendment to the Professional Services Agreement between WRCOG and WSP USA, Inc.

Item 4.D

Amendment to the Professional
Services Agreement for On-Call
Planning Services

Attachment 1

Second Amendment to the
Professional Services Agreement
between WRCOG and WSP USA,
Inc.

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**SECOND AMENDMENT TO
PROFESSIONAL SERVICES AGREEMENT
BETWEEN
WESTERN RIVERSIDE COUNCIL OF GOVERNMENTS
AND
WSP USA, INC.**

1. PARTIES AND DATE.

This Second Amendment is made and entered into this _____ day of May 2020, by and between the Western Riverside Council of Governments, a California public agency ("WRCOG") and WSP USA Inc. ("Consultant"), a New York Corporation ("Consultant"). WRCOG and Consultant are sometimes individually referred to as "Party" and collectively as "Parties."

2. RECITALS.

2.1 Master Agreement.

WRCOG and Consultant have entered into that certain Professional Services Agreement dated July 15, 2017 ("Master Agreement").

2.2 First Amendment.

WRCOG and Consultant entered into a First Amendment for the purposes of providing additional compensation for on-call planning services as it pertains to Transportation Planning, Grant Writing Assistance, Economic and Demographic Forecasting, and WRCOG Staff Support ("Services"), and extending the term of the Master Agreement.

2.3 Second Amendment.

WRCOG and Consultant desire to enter into this Second Amendment for the purposes of extending the term of the Master Agreement.

3. TERMS.

3.1 Term.

The term of the Master Agreement shall be amended to extend the term to June 30, 2021, (the "Second Extended Term"), unless earlier terminated as provided in the Master Agreement.

3.2 Continuation of Existing Provisions.

Except as amended by this Second Amendment, all provisions of the Master Agreement, including without limitation the indemnity and insurance provisions, shall remain in full force and effect and shall govern the actions of the Parties under this Second Amendment.

3.3 Counterparts.

This Second Amendment may be executed in duplicate originals, each of which is deemed to be an original, but when taken together shall constitute one instrument.

3.4 Electronic Delivery of Amendment; Electronic Signatures.

A manually signed copy of this Second Amendment which is transmitted by facsimile, email or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original executed copy of this Second Amendment for all purposes. This Second Amendment may be signed using an electronic signature.

[Signatures on the following page]

SIGNATURE PAGE TO
SECOND AMENDMENT TO
PROFESSIONAL SERVICES AGREEMENT
BETWEEN
WESTERN RIVERSIDE COUNCIL OF GOVERNMENTS
AND
WSP USA, INC.

IN WITNESS WHEREOF, the Parties hereto have made and executed this Second Amendment as of the date first written above.

WRCOG

CONSULTANT

WESTERN RIVERSIDE COUNCIL
OF GOVERNMENTS

WSP USA, INC.

By: _____
Rick Bishop
Executive Director

By: _____
Victor Martinez
Vice President/Area Manager

Approved to Form:

By: _____
Steven C. DeBaun
General Counsel

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Western Riverside Council of Governments

Administration & Finance Committee

Staff Report

Subject: Draft Fiscal Year 2020/2021 Agency Budget

Contact: Andrew Ruiz, Chief Financial Officer, aruiz@wrcog.us, (951) 405-6740

Date: May 13, 2020

The purpose of this item is to present the draft Agency's Budget for Fiscal Year 2020/2021 and seek input from Committee members.

Requested Action:

1. Recommend that the Executive Committee approve the draft Agency Budget for Fiscal Year 2020/2021.

WRCOG's annual Budget is adopted every June by its General Assembly. Due to COVID-19, this year's General Assembly has been cancelled and the Executive Committee will be asked at its June 1, 2020, meeting to act on behalf of the General Assembly and adopt the Agency budget. Before adoption, the draft Budget is vetted through WRCOG's committees for comment and direction. The Budget is assembled by the Agency Departments: Administration, Energy, Environmental, and Transportation & Planning. The General Fund is comprised of the Administration, Energy, and Environmental Departments, while TUMF is part of the Special Revenue Fund. Each Department contains its own programs and has its own source of funds.

Budget Review and Adoption Schedule

The draft Budget for Fiscal Year (FY) 2020/2021 will be presented according to the following schedule:

- May 4, 2020: Executive Committee
- May 7, 2020: Finance Directors Committee
- **May 13, 2020: Administration & Finance Committee**
- May 20, 2020: Technical Advisory Committee
- June 1, 2020: Executive Committee will act on behalf of the General Assembly to adopt.

FY 2020/2021 Agency Budget Development Process and COVID-19

While it is too early to determine the long-term effects of COVID-19 and how long it will take to return to normal, WRCOG has taken a conservative approach in its budget development due to the uncertain long-term impacts of the COVID-19. Overall, the Agency's Budget will be cut by approximately 30%, and will be continually reviewed throughout the development process. While certain programs will be financially impacted more than others, staff is also taking into consideration its liabilities such as its pension obligations to CalPERS, as those are anticipated to increase as well. More information on impacts to WRCOG will be discussed during the presentation.

FY 2020/2021 Draft Budget

The draft FY 2020/2021 Budget (Attachment 1) is presented by departments (Administration, Energy, Environmental, and Transportation & Planning) with each department displaying its own programs.

The "Administration Total" tab includes the default Administration Program. 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 and audit, bank, legal, IT, and consulting fees. Expenditures have historically exceeded revenues in this Program so the Agency charges overhead to the remaining departments to balance the budget. The 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. Total revenues and transfers in for the Administration Department equal \$2,872,930 against \$2,872,930 in expenditures.

The Energy Department includes the following Programs: PACE Residential; PACE Commercial; Streetlights; WREP Partnership; Regional Energy Network.

The PACE residential Program has continued to decline in revenues and volumes in FY 2019/2020. WRCOG anticipates a continued decrease in the PACE residential Program and has budgeted for a 60% decrease in sponsor revenues for FY 2020/2021. However, PACE administrative revenues are anticipated to increase. PACE administrative revenues include the selling of delinquencies, processing of refunds, and annual fees tied to the assessment. In prior years, WRCOG has experienced excess revenues from its PACE Programs, specifically the CA HERO Program, which have been used to build Agency reserves and fund other Agency and member activities (such as BEYOND, Fellowship, Grant Writing, Experience, Streetlights, CCA development, etc.). At the end of FY 2019/2020, WRCOG anticipates minimal carryover revenues, which will be used to fund the development of a Regional Energy Network (REN) and to build PACE reserves. For FY 2020/2021, WRCOG's PACE Programs will have a balanced budget with an anticipated fund balance carryover that will be used to build PACE reserves.

With the addition of commercial PACE providers to the Program, WRCOG has seen some growth in revenues in FY 2019/2020; however, with the potential impacts of COVID-19, staff has budgeted for a 50% decrease in revenues for FY 2020/2021.

The WREP Partnership will continue to focus on supporting municipal facilities with energy efficiency retrofits and providing sustainable best practices to the community. The WREP budget was approved in early 2020, and only SoCal Gas will continue to support the Partnership on its energy initiatives for the calendar year as Southern California Edison has dropped out of the Partnership. Staff have been working on the next evolution of the WREP Partnership over the past year into what is being called a Regional Energy Network, or REN. A REN would be a scaled-up version of what WREP is, which means it would be able to offer energy efficiency programs, such as energy upgrades towards local government buildings, financing mechanisms for energy upgrades, and workforce development programs. The California Public Utilities Commission recently voted in favor of forming new RENs, so things are looking promising that WRCOG will be creating its own REN Program sometime in 2021.

The Energy department also was approved for a resiliency grant that will be a multi-year project that will total \$200K. Staff has anticipated expending \$125K in FY 2020/2021

The Regional Streetlight Program will continue in FY 2020/2021 through the Operations & Maintenance fees built into the purchasing of streetlights.

Total budgeted Energy Departmental revenues equal \$2,564,335 against \$2,493,334 in expenditures, which represents an 8% decline compared to last fiscal year.

The Environmental Department includes the Solid Waste, Clean Cities, and Used Oil Programs, which receive local, federal, and state funding to provide services to WRCOG's member agencies. The Environmental Department revenues remain relatively unchanged with the exception of an additional household hazardous waste grant for FY 2020/2021. Total budgeted Environmental Department revenues equal \$814,366 against \$814,366 in expenditures, which represents a 17% increase compared to last fiscal year.

The Transportation & Planning Department includes the following Programs: Transportation Uniform Mitigation Fee (TUMF); the Grant Writing Program, which is funded by the Agency's Carryover Funds; Local Transportation Funding (LTF), CAP Grant, Adaptation Grant and RivTAM project. The Planning Department will continue to administer the Fellowship and Experience Programs with previously allocated carryover funds from excess PACE revenues.

The majority of revenues received in the Transportation Department come from the TUMF Program, which WRCOG anticipates receiving approximately \$32M in revenues from development impact fees in FY 2020/2021, which is approximately a 35% reduction in revenues from FY 2019/2020. Specifically, the industrial and single-family residential land use types have seen a decline this past fiscal year, but the reduction is also an overall reduction in anticipation of potential COVID-19-related impacts. Total budgeted Transportation & Planning revenues equal \$34,215,995 against \$34,215,995 in expenses, which represents a 30% decrease compared to last fiscal year.

WRCOG also supports two other entities, Western Community Energy (WCE) and the Riverside County Habitat Conservation Authority (RCHCA). WCE is a Community Choice Aggregation Program, which has now launched and will be self-sustaining going into FY 2020/2021. WCE will also pay back WRCOG's General Fund for the upfront costs expended toward the Program development, which is anticipated to be over \$2M. Total budgeted overhead transfers from WCE and RCHCA equal \$765,138.

Lastly, WRCOG set three fiscal-related goals going into FY 2019/2020: 1) Reduce CalPERS Unfunded Liability; 2) sublease office space; and 3) Expand commercial PACE (C-PACE). A status on each of these is provided below.

1. The CalPERS Unfunded Accrued Liability (UAL) is a liability of retirement contributions that public agencies are expected to pay back over a certain period to CalPERS. Staff worked through WRCOG's committees and ultimately received direction to reduce its UAL term to 15 years and to establish a Section 115 Trust as a separate investment account to make additional contributions to the UAL. Due to COVID-19, CalPERS does expect some impacts to the UAL contributions; however, it is too early to tell the long-term impacts. CalPERS has indicated it will be working on fiscal impact reports in the coming months.
2. WRCOG moved to Citrus Tower in December 2017 and was unable to utilize the 12,700 square feet that was on the 4th floor, so staff worked through its committees and received direction to relocate its offices to the second floor of the same building where there was approximately 4,000 square feet less. Staff is also subleasing approximately 1,500 square feet to dta. This additional space provides revenue to help cover the office lease, but also gives WRCOG the option to grow into its existing space if the Agency grows outside of its current area. Overall, the move will save the Agency approximately \$1M during the life of the lease.
3. Since 2018, staff has actively sought to add additional Commercial PACE (C-PACE) providers to operate within the WRCOG statewide PACE footprint. In addition to Greenworks Lending, staff have onboarded Clean Fund, Twain Financial Partners, and Lord Capital PACE and are in the process of onboarding Lever Capital. Apart from Clean Fund, all these providers can operate statewide through the WRCOG PACE Program. C-PACE is distinguished from residential PACE in that the financing can be used for new commercial construction, seismic strengthening and refinancing; these attributes are making C-PACE a more attractive financing option. Additionally, the project size for many C-PACE assessments exceed \$1M and staff is now seeing project sizes in excess of \$20M. As more commercial banks and developers become aware of the benefits of C-PACE, staff thinks this will result in significant increases in activity and, therefore, revenue to WRCOG. As noted earlier, with COVID-19, C-PACE is expected to decline going into FY 2020/2021.

Total Agency revenue for FY 2020/2021 is projected to be \$40,539,536 against total Agency expenditures of \$40,468,538. This represents a total decrease of approximately 30% in WRCOG's Budget compared to FY 2019/2020.

In summary, programs have been reviewed and reasonable declines have been anticipated in programs that will be impacted by COVID-19. Also, while PACE has continued to decline in the past few years, the necessary adjustments have been made to keep the Budget balanced. Staff have also worked diligently on making sound long-term financial decisions, such as reducing administrative costs by moving to a smaller space and also making commitments to reduce long-term retirement obligations by paying it down faster. Staff has also worked to add new programs and has been able to recover start-up costs on launched programs. Throughout the fiscal year staff will closely monitor the financial impacts of COVID-19 and make the necessary adjustments to ensure the budget remains balanced.

Prior Action:

May 4, 2020: The Executive Committee received and filed.

Fiscal Impact:

All known and expected revenues and expenditures impacting the Agency have been budgeted for Fiscal Year 2020/2021 but will be continually updated throughout the Budget process.

Attachment:

1. Draft Agency Budget for Fiscal Year 2020/2021.

Item 5.A

Draft Fiscal Year 2020/2021 Agency
Budget

Attachment 1

Draft Agency Budget for Fiscal
Year 2020/2021

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Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2021

Total Agency Budget

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Revenues and Transfers in			
Member Dues	311,410	311,410	311,410
General Assembly Revenue	-	300,000	300,000
Interest Revenue - Other	83,587	25,000	25,000
Operating Transfer In	1,234,219	1,996,602	2,208,432
Clean Cities	246,910	210,500	175,000
Solid Waste	112,970	107,313	112,970
Used Oil	377,654	377,654	376,396
HHW Grant	-	-	60,000
Gas Company Revenue	45,099	108,400	108,400
Regional Streetlights Revenue	301,710	187,511	201,915
WRCOG HERO	114,591	247,800	136,290
PACE Residential	46,193	76,500	78,000
PACE Commercial	321,903	436,925	200,000
CA HERO	789,088	1,671,200	1,464,730
Commerical/Service	59,098	47,284	41,137
Retail	103,026	109,687	89,632
Industrial	213,414	502,285	236,729
Single Family Residential	588,028	1,121,669	652,270
Multi-Family	241,077	199,074	267,415
Commercial/Svcs - Admin Portion	1,418,348	1,134,806	987,281
Retail - Admin Portion	2,472,618	2,632,497	2,151,178
Industrial - Admin Portion	5,121,936	12,054,852	5,681,507
Single Family Residential - Admin Portion	14,112,676	26,920,065	15,654,486
Multi Family - Admin Portion	5,785,859	4,777,779	6,417,964
LTF Revenue	800,250	775,000	676,500
Revenue - RIVTAM	137,500	140,000	50,000
Grant Revenue	-	-	125,000
CAP Grant Revenue	182,167	17,631	260,000
Adaptation Grant Revenue	106,100	125,000	409,894
Local Jurisdiction Match	-	-	100,000
Program Carryover	620,000	620,000	250,000
Fund Balance Carryover	175,000	175,000	730,000
Total Revenues and Transfers in	\$ 36,122,431	\$ 57,409,446	\$ 40,539,536
Expenses			
Salaries	1,175,371	1,939,032	2,053,769
Benefits	748,567	921,389	1,027,040
Overhead	1,267,285	1,877,020	1,443,294
Legal	149,509	391,684	285,600
Advertising Media	19,820	82,000	64,917
Audit Svcs - Professional Fees	21,700	30,500	35,000
Auto Fuels Expense	730	1,500	1,500
Auto Insurance	4,264	2,000	4,500

Auto Maintenance Expense	-	500	500
Bank Fees	9,200	40,150	33,885
Coffee and Supplies	2,178	2,500	3,000
COG HERO Share Expenses	1,441	10,000	5,000
Commissioner Per Diem	31,500	62,550	62,500
Communications - Web Site	5,650	8,000	8,000
Communications - Cellular Phones	4,343	17,500	13,500
Communications - Computer Services	25,063	57,500	53,000
Communications - Regular Phone	11,788	16,000	16,000
Computer Equipment/Supplies	3,209	8,631	13,000
Computer Hardware	1,471	9,500	10,000
Computer Maintenance	13,212	21,000	21,000
Computer Software	57,092	84,500	80,500
Consulting Labor	873,175	2,177,945	2,256,080
Equipment Maintenance - General	4,055	10,000	8,000
Event Support	119,147	174,934	165,486
Fund Balance Carryover	160,000	220,000	444,795
General Assembly Expenses	-	300,000	300,000
General Supplies	27	2,590	1,500
Insurance - Gen/Busi Liab/Auto	84,320	104,000	115,500
Lodging	1,932	8,373	9,250
Meals	4,678	8,370	7,900
Meeting Support Services	185	9,698	9,250
Membership Dues	2,100	32,715	32,750
Misc. Office Equipment	-	1,000	1,000
Office Equipment Purchased	135,408	200,000	
Office Lease	219,684	465,000	465,000
OPEB Repayment	110,526	110,526	110,526
Other Expenses	1,440	7,850	9,750
Parking Cost	-	10,000	20,000
Parking Validations	9,474	15,900	15,827
Postage	2,052	5,600	5,350
Printing Services	7,869	7,500	5,000
Program/Office Supplies	8,631	18,173	14,700
Recording Fee	92,812	260,741	173,525
Rent/Lease Equipment	9,828	30,000	20,000
Seminar/Conferences	1,558	11,230	10,650
Staff Education Reimbursement	-	7,500	7,500
Staff Recognition	184	800	1,000
Storage	3,752	10,000	9,500
Subscriptions/Publications	1,984	3,225	4,250
Supplies/Materials	15,121	22,800	75,478
Training	4,895	8,500	10,000
Travel - Airfare	1,683	12,250	9,750
Travel - Ground Transportation	837	5,410	4,550
Travel - Mileage Reimbursement	8,453	19,320	16,750
TUMF Project Reimbursement	20,139,433	45,000,000	30,892,416
Total Expenses	\$ 25,578,638	\$ 54,865,406	\$ 40,468,538



Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2021

Administration

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Revenues and Transfers in			
Member Dues	311,410	311,410	311,410
General Assembly Revenue	-	300,000	300,000
Other Reimbursements			
Interest Revenue - Other	83,587	25,000	25,000
Fund Balance Carryover	125,000	125,000	100,000
Operating Transfer In	1,234,219	1,996,602	2,208,432
Total Revenues and Transfers in	\$ 1,754,216	\$ 2,758,012	\$ 2,944,842
Expenses			
Salaries	369,792	464,260	535,629
Benefits	467,047	500,925	570,265
General Legal Services	26,768	75,000	75,000
Audit Svcs - Professional Fees	21,700	30,500	35,000
Bank Fees	1,873	2,000	2,385
Commissioners Per Diem	29,700	60,000	60,000
Parking Cost	-	10,000	20,000
Office Lease	219,684	465,000	465,000
WRCOG Auto Fuels Expenses	730	1,500	1,500
WRCOG Auto Maintenance Expense	-	500	500
Parking Validations	6,903	10,000	10,000
Staff Recognition	184	800	1,000
Coffee and Supplies	2,178	2,500	3,000
Event Support	15,656	50,000	45,000
Program/Office Supplies	8,611	15,000	12,000
Computer Equipment/Supplies	1,596	1,000	2,000
Computer Software	-	20,000	20,000
Rent/Lease Equipment	9,828	30,000	20,000
Membership Dues	1,785	30,000	30,000
Subscription/Publications	1,009	1,000	2,000
Postage	679	2,500	1,500
Other Household Exp	273	-	1,500
Storage	-	-	1,500
Printing Services	7,302	500	1,000
Computer Hardware	1,471	8,000	8,500
Communications - Regular Phone	11,788	16,000	16,000
Communications - Cellular Phones	2,666	8,500	7,500
Communications - Computer Services	21,563	55,000	50,000
Communications - Web Site	5,650	8,000	8,000
Equipment Maintenance - General	4,055	10,000	8,000
Equipment Maintenance - Comp/Software	13,212	20,000	20,000
Insurance - Errors & Omissions	-	11,500	15,000
Insurance - Gen/Busi Liab/Auto	79,928	82,000	92,000
WRCOG Auto Insurance	4,264	2,000	4,500

Seminars/Conferences	570	3,000	3,000
General Assembly Expenses	-	300,000	300,000
Travel - Mileage Reimbursement	343	2,000	1,500
Travel - Ground Transportation	433	1,500	1,000
Travel - Airfare	1,404	2,000	2,000
Lodging	-	1,000	3,000
Meals	1,637	2,500	2,500
Other Incidentals	267	1,000	2,000
Training	4,208	5,000	7,500
OPEB Repayment	110,526	110,526	110,526
Staff Education Reimbursement	-	7,500	7,500
Consulting Labor	102,595	200,000	200,000
Computer Equipment/Software	-	3,000	5,000
Fund Balance Carryover			154,037
Office Equipment Purchased	135,408	200,000	
Total Expenses	\$ 1,695,286	\$ 2,833,011	\$ 2,944,842



**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2021**

Energy and Environment

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Total Environment			
Revenues and Transfers in			
Clean Cities	246,910	210,500	175,000
Solid Waste	112,970	107,313	112,970
Used Oil	377,654	377,654	376,396
HHW Grant	-	-	60,000
Fund Balance Transfers	-	-	90,000
Total Revenues and Transfers in	\$ 737,534	\$ 695,467	\$ 814,366
Expenses			
Salaries	132,545	197,629	250,856
Benefits	41,686	60,061	84,238
Overhead	83,007	113,320	88,047
Legal	1,581	2,000	4,500
Parking Validations	235	1,250	1,627
Event Support	96,789	111,402	105,500
Program/Office Supplies	-	2,223	2,000
Postage	63		750
Meeting Support Services	185	6,600	6,500
Other Expenses	210	500	1,000
Cellular Phones	227	1,000	1,000
Storage	3,752	10,000	8,000
Printing Services	-	5,000	2,000
Insurance - Gen/Busi Liab/Auto	275	2,000	2,000
Travel - Mileage Reimbursement	2,107	4,500	4,000
Travel - Ground Transportation		1,100	1,250
Travel - AirFare	-	750	750
Meals	866	2,100	2,000
Other Incidentals	21	1,100	500
Supplies/Materials	14,236	16,600	69,728
General Supplies	-	590	500
Computer Supplies	881	881	1,000
Consulting Labor	36,759	68,611	107,455
Subscriptions/Publications	-	250	250
Membership Dues	-	1,500	1,500
Training	-	500	500
Seminars/Conferences	210	2,000	2,000
Advertising Media	19,820	82,000	64,917
Total Expenses	435,454	695,467	814,366



Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2021

Energy and Environment

Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
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Program: Clean Cities

Revenues and Transfers in

Clean Cities - AB2766	109,350	128,000	95,000
Clean Cities - Non-AB	41,850		35,000
Clean Cities - Federal	95,710	82,500	45,000
Fund Balance Carryover	-	-	75,000
Total Revenues	\$ 246,910	\$ 210,500	\$ 250,000

Expenses

Salaries	42,941	57,920	78,388
Benefits	12,998	17,035	27,343
Overhead	45,831	57,555	55,546
Parking Validations	23	500	500
Event Support	2,642	3,500	5,000
Program/Office Supplies	-	629	500
Postage	63	-	500
Meeting Support Services	-	600	500
Travel - Mileage Reimbursement	387	1,000	1,000
Travel - Ground Transportation	-	350	500
Meals	146	600	500
Other Incidentals	-	600	500
Supplies/Materials	908	1,600	1,500
Consulting Labor	31,180	68,611	77,723
Total Expenses	\$ 137,119	\$ 210,500	\$ 250,000



Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2021

Energy and Environment

Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
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Program: Solid Waste

Revenues

Member Dues	112,970	107,313	112,970
Fund Balance Carryover	-	-	15,000
Total Revenues	\$ 112,970	\$ 107,313	\$ 127,970

Expenses

Salaries	26,235	40,199	44,329
Benefits	7,520	11,274	15,409
Overhead	12,000	18,000	12,000
Legal	1,213	-	2,500
Parking Validations	213	500	500
Event Support	12,000	29,119	15,000
General Supplies	-	590	500
Computer Supplies	881	881	1,000
Subscriptions/Publications	-	250	250
Meeting Support Services	185	1,000	1,000
Postage	1	-	250
Other Expenses	210	500	1,000
Cellular Phones	227	1,000	1,000
Seminars/Conferences	185	500	500
Travel - Mileage Reimbursement	661	1,000	1,000
Travel - Ground Transportation	-	250	250
Travel - AirFare	-	750	750
Meals	705	500	500
Other Incidentals	21	500	-
Training	-	500	500
Consulting Labor	5,579	-	29,732
Total Expenses	\$ 67,834	\$ 107,313	\$ 127,970



**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2021**

Energy and Environment

Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
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Program: Used Oil

Revenues

Used Oil Grants	377,654	377,654	376,396
Total Revenues	\$ 377,654	\$ 377,654	\$ 376,396

Expenses

Salaries	63,369	99,510	117,339
Benefits	21,168	31,752	40,514
Overhead	25,176	37,765	20,500
Legal	368	2,000	2,000
Parking Validations	-	250	627
Event Support	82,147	78,783	85,500
Program/Office Supplies	-	1,594	1,500
Membership Dues	-	1,500	1,500
Meeting Support Services	-	5,000	5,000
Storage	3,752	10,000	8,000
Printing Services	-	5,000	2,000
Insurance - Gen/Busi Liab/Auto	275	2,000	2,000
Seminars/Conferences	25	1,500	1,500
Travel - Mileage Reimbursement	1,059	2,500	2,000
Travel - Ground Transportation	-	500	500
Meals	15	1,000	1,000
Supplies/Materials	13,327	15,000	20,000
Advertising Media	19,820	82,000	64,917
Total Expenses	\$ 230,501	\$ 377,654	\$ 376,396

Program: HHW Grant

Revenues

HHW Grant	-	-	60,000
Total Revenues	\$ -	\$ -	\$ 60,000

Expenses

Salaries			10,800
Benefits			972
Supplies and Materials	-	-	48,228
Total Expenses	\$ -	\$ -	\$ 60,000



**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2021**

Energy and Environment

Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
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Total Energy

Revenues and Transfers in

Gas Company Revenue	45,099	108,400	108,400
Regional Streetlights Revenue	301,710	187,511	201,915
WRCOG HERO	114,591	247,800	136,290
PACE Residential	46,193	76,500	78,000
PACE Commercial	321,903	436,925	200,000
CA HERO	789,088	1,671,200	1,464,730
Grant Revenue	-	-	125,000
Fund Balance Transfers	50,000	50,000	250,000
Total Revenues and Transfers in	\$ 1,668,584	\$ 2,778,336	\$ 2,564,335

Expenses

Salaries	212,837	374,906	373,455
Benefits	92,594	139,544	139,761
Overhead	590,942	873,700	625,618
Legal	113,420	242,684	153,500
Consulting Labor	116,747	479,486	647,930
Bank Fee	1,638	21,638	16,500
Parking Validations	264	2,150	1,200
Postage	1,267	2,700	2,450
Commissioners Per Diem	1,800	2,550	2,500
Celluar phone	891	4,500	1,000
COG HERO Share Expenses	1,441	10,000	5,000
Communication - Comp Scvs	3,500	2,500	3,000
Computer Maintenance	-	1,000	1,000
Computer Software	-	5,000	2,000
Computer Supplies	-	2,500	1,500
Computer/Hardware	-	1,500	1,500
Event Support	2,635	9,500	10,987
General Supplies	27	2,000	1,000
Insurance - Gen/Busi Liab/Auto	2,173	3,500	3,500
Meeting Support Services	-	2,848	2,500
Program/Office Supplies	21	950	700
Recording Fee	92,812	260,741	173,525
Other Expenses	461	4,500	4,000
Misc. Office Equipment	-	1,000	1,000
Membership Dues	100	1,000	1,000
Seminar/Conferences	48	4,000	3,000
Subscriptions/Publications	-	500	500



**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2021**

Energy and Environment

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Lodging	148	3,880	2,750
Meals	600	2,050	1,800
Supplies/Materials	257	3,700	3,250
Training	688	3,000	2,000
Travel - Airfare	279	8,500	6,000
Travel - Ground Transportation	146	1,900	1,400
Travel - Mileage Reimbursement	2,897	6,750	5,750
Fund Balance Carryover	-	60,000	290,758
Total Expenses	1,240,630	2,546,677	2,493,334



**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2021**

Energy and Environment

Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
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Program: WRCOG HERO

Revenues

WRCOG HERO Revenue	57,539	142,500	78,375
WRCOG HERO Recording Revenue	57,052	105,300	57,915
Total Revenues	\$ 114,591	\$ 247,800	\$ 136,290

Expenses

Salaries	8,693	25,469	18,598
Benefits	5,200	7,796	7,818
Overhead	33,336	50,000	24,000
Legal	42,590	60,000	40,000
Bank Fee	-	5,000	-
Parking Validations	-	500	-
General Supplies	-	500	500
Computer Supplies	-	500	-
Computer Software	-	2,500	-
Meeting Support Services	-	250	-
Postage	-	250	-
Cellular phone	354	2,000	-
PACE Residential Recording	5,983	34,906	20,000
Seminar/Conferences	-	500	-
Travel - Mileage Reimbursement	70	2,000	500
Travel - Ground Transportation	-	500	-
Travel-AirFare	-	1,500	-
Lodging	-	630	-
Meals	-	500	-
Other Incidentals	230	1,500	1,500
Training	-	1,000	-
Consulting Labor	6,570	50,000	23,374
Total Expenses	\$ 103,027	\$ 247,800	\$ 136,290



**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2021**

Energy and Environment

Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
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Program: Gas Company Partnership

Revenues

Gas Company Revenue	45,099	108,400	108,400
Total Revenues	\$ 45,099	\$ 108,400	\$ 108,400

Expenses

Salaries	31,917	44,680	44,014
Benefits	9,866	15,469	13,981
Overhead	33,806	38,000	39,618
Legal	461	-	500
Parking Validations	46	-	50
Event Support	1,020	8,000	7,987
Program/Office Supplies	-	200	200
Meeting Support Services	-	500	500
Postage	-	250	250
Travel - Mileage Reimbursement	594	750	750
Travel - Ground Transportation	8	-	-
Meals	-	300	300
Supplies/Materials	-	250	250
Total Expenses	\$ 77,717	\$ 108,400	\$ 108,400



**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2021**

Energy and Environment

Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
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Program: Streetlights

Revenues

Regional Streetlights Revenue	301,710	187,511	201,915
Fund Balance Transfer			50,000
Total Revenues	\$ 301,710	\$ 187,511	\$ 251,915

Expenses

Salaries	27,071	63,814	69,600
Benefits	14,792	22,186	21,382
Overhead	40,000	60,000	60,000
Legal	1,692	8,362	1,500
Streetlights Bank Fees	1,638	1,638	1,500
Parking Validations Street Light	43	150	150
Event Support	1,614	-	2,000
Program/Office Supplies	21	750	500
Meeting&Support	-	1,098	1,000
POSTAGE	74	200	200
Seminars/Conferences	48	500	500
Travel - Mileage Reimbursement	590	1,500	1,500
Travel-Ground Transportation	-	150	150
Meals	327	250	500
Supplies/Materials	257	1,500	1,500
Consulting Labor	19,567	25,000	89,933
Total Expenses	\$ 107,734	\$ 187,099	\$ 251,915



**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2021**

Energy and Environment

Actual	Budget	Proposed
2/29/2020	6/30/2020	6/30/2021

Program: Resiliency Grant

Revenues

Grant Revenue	-	-	125,000
Total Revenues	\$ -	\$ -	\$ 125,000

Expenses

Consulting Labor	-	-	125,000
Total Expenses	\$ -	\$ -	\$ 125,000



**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2021**

Energy and Environment

Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
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Program: REN

Transfers In

Fund Balance Carryover	50,000	50,000	200,000
Total Transfers In	\$ 50,000	\$ 50,000	\$ 200,000

Expenses

Salaries	-	-	10,883
Benefits	-	-	3,562
General Legal Services	737	1,000	2,500
Travel - Mileage Reimbursement	-	-	500
Travel - Ground Transportation	121	250	250
Lodging	148	250	750
Meals	208	500	500
Consulting Labor	35,647	48,000	181,055
Total Expenses	\$ 36,861	\$ 50,000	\$ 200,000



**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2021**

Energy and Environment

Actual	Budget	Proposed
2/29/2020	6/30/2020	6/30/2021

Program: Spruce

Revenues

Recording Revenue

Total Revenues

	1,062	-	1,000
\$	1,062	\$	1,000



Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2021

Energy and Environment

Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
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Program: California First

Revenues

Residential Sponsor Revenue	7,014	20,000	13,000
Residential Recording Revenue	3,688	4,000	4,000
Total Revenues	\$ 10,702	\$ 24,000	\$ 17,000

Expenses

Salaries	1,461	2,962	5,925
Benefits	464	691	1,514
Overhead	8,000	12,000	4,000
Legal	-	2,000	1,000
PACE Residential Recording	1,013	4,000	3,383
Consulting Labor	810	2,347	1,178
Total Expenses	\$ 11,748	\$ 24,000	\$ 17,000



**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2021**

Energy and Environment

Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
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Program: PACE Funding

Revenues

Residential Sponsor Revenue	28,728	50,000	35,000
Residential Recording Revenue	5,701	2,500	25,000
Total Revenues	\$ 34,429	\$ 52,500	\$ 60,000

Expenses

Salaries	1,457	2,962	19,940
Benefits	464	691	9,023
Overhead	16,000	24,000	12,000
Recording Fee-PACE	8,902	8,902	10,342
Travel - Airfare	-	1,000	1,000
Consulting Labor-PACE	4,995	14,945	7,695
Total Expenses	31,818	52,500	60,000



**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2021**

Energy and Environment

Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
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Program: Greenworks Lending

Revenues

Commercial Sponsor Revenue	62,478	100,000	100,000
Commercial Recording Revenue	-	20,000	
Total Revenues	\$ 62,478	\$ 120,000	\$ 100,000

Expenses

Salaries	8,980	18,146	-
Benefits	4,776	7,161	-
Overhead	46,464	69,700	-
Recording Fee	303	5,000	5,000
Consulting Labor	-	11,694	25,000
Total Expenses	\$ 60,523	\$ 111,701	\$ 30,000



**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2021**

Energy and Environment

Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
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Program: Twain

Revenues

PACE Commercial Sponsor Revenue	259,425	259,425	100,000
Commercial Recording Revenue	-	5,000	-
Total Revenues	\$ 259,425	\$ 264,425	\$ 100,000

Expenses

Salaries	-	-	22,446
Benefits	-	-	7,045
Overhead	-	-	36,000
Legal	6,429	8,822	8,000
Recording Fee	-	5,000	5,000
Consulting Labor	-	22,500	21,509
Total Expenses	\$ 6,429	\$ 36,322	\$ 100,000



**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2021**

Energy and Environment

Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
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Program: CA HERO

Revenues

HERO Sponsor Revenue	285,696	680,000	272,000
HERO Administrative Revenue	320,530	570,000	1,024,250
CA-HERO Recording fee Revenue	182,862	421,200	168,480
Total Revenues	\$ 789,088	\$ 1,671,200	\$ 1,464,730

Expenses

Salaries	133,257	216,872	182,049
Benefits	57,032	85,550	75,436
Overhead	413,336	620,000	450,000
Legal	60,894	150,000	100,000
Bank Fees	-	15,000	15,000
Commissioners Per Diem	1,800	2,550	2,500
Parking Validations	175	1,500	1,000
Event Support	-	1,500	1,000
General Supplies	27	1,500	500
Computer Supplies	-	2,000	1,500
Computer Software	-	2,500	2,000
Membership Dues	100	1,000	1,000
Subscriptions/Publications	-	500	500
Meeting Support Services	-	1,000	1,000
Postage	1,193	2,000	2,000
Other Expenses	-	500	500
COG HERO Share Expenses	1,441	10,000	5,000
Computer/Hardware	-	1,500	1,500
Misc. Office Equipment	-	1,000	1,000
Cellular Phone	537	2,500	1,000
Communications Computer Servic	3,500	2,500	3,000
Computer Maintenance	-	1,000	1,000
Insurance - Gen/Busi Liab/Auto	2,173	3,500	3,500
Recording Fee	76,611	185,433	129,800
Seminar/Conferences	-	3,000	2,500
Travel - Mileage Reimbursement	1,643	2,500	2,500
Travel - Ground Transportatoin	17	1,000	1,000
Travel - Airfare	279	6,000	5,000
Lodging	-	3,000	2,000
Meals	65	500	500
Statewide Other Incidentals	230	2,500	2,000
Training	688	2,000	2,000
Supplies/Materials	-	1,950	1,500
Consulting Labor	49,158	275,000	173,186
Fund Balance Carryover	-	60,000	290,758
Total Expenses	\$ 804,154	\$ 1,668,855	\$ 1,464,730



**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2021**

Transportation and Planning

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Total Transportation and Planning			
Revenues and Transfers in			
Commerical/Service	59,098	47,284	41,137
Retail	103,026	109,687	89,632
Industrial	213,414	502,285	236,729
Single Family Residential	588,028	1,121,669	652,270
Multi-Family	241,077	199,074	267,415
Commercial/Svcs - Admin Portion	1,418,348	1,134,806	987,281
Retail - Admin Portion	2,472,618	2,632,497	2,151,178
Industrial - Admin Portion	5,121,936	12,054,852	5,681,507
Single Family Residential - Admin Portion	14,112,676	26,920,065	15,654,486
Multi Family - Admin Portion	5,785,859	4,777,779	6,417,964
LTF Revenue	800,250	775,000	676,500
Revenue - RIVTAM	137,500	140,000	50,000
CAP Grant Revenue	182,167	17,631	260,000
Adaptation Grant Revenue	106,100	125,000	409,894
Local Jurisdiction Match	-	-	100,000
Program Carryover	620,000	620,000	250,000
Fund Balance Carryover			290,000
Total Revenues and Transfers In	\$ 31,962,097	\$ 51,177,631	\$ 34,215,995
Expenses			
Salaries	460,198	902,237	893,829
Benefits	147,240	220,858	232,776
Overhead	593,336	890,000	729,629
Legal	7,739	72,000	52,600
Bank Fees	5,690	16,512	15,000
Parking Validations	2,073	2,500	3,000
Event Support	4,068	4,032	4,500
Supplies/Materials	628	2,500	2,500
Computer Supplies	732	1,000	1,000
Computer Software	57,092	59,500	58,500
Membership Dues	215	215	250
Subscriptions/Publications	975	1,475	1,500
Postage	43	400	650
Other Household Expenses	210	250	250
Printing Services	567	2,000	2,000
Communications - Cellular Phones	559	3,500	4,000
Computer Equipment	-	250	2,500
Insurance - Gen/Busi Liab/Auto	1,944	5,000	3,000
Seminars/Conferences	730	2,230	2,650



Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2021

Transportation and Planning

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Travel - Mileage Reimbursement	3,106	6,070	5,500
Travel - Ground Transportation	258	910	900
Travel-Airfare	-	1,000	1,000
Lodging	1,784	3,493	3,500
Meals	1,575	1,720	1,600
Other Incidentals	-	500	500
Meeting Support Services	-	250	250
Consulting Labor	617,075	1,429,848	1,300,695
TUMF Project Reimbursement	20,139,433	45,000,000	30,892,416
Fund Balance Carryover	160,000	160,000	-
Total Expenses	\$ 22,207,268	\$ 48,790,250	\$ 34,215,995



Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2021

Transportation and Planning

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Program: TUMF			
Revenues			
Commerical/Service	59,098	47,284	41,137
Retail	103,026	109,687	89,632
Industrial	213,414	502,285	236,729
Single Family Residential	588,028	1,121,669	652,270
Multi-Family	241,077	199,074	267,415
Commercial/Svcs - Admin Portion	1,418,348	1,134,806	987,281
Retail - Admin Portion	2,472,618	2,632,497	2,151,178
Industrial - Admin Portion	5,121,936	12,054,852	5,681,507
Single Family Residential - Admin Portion	14,112,676	26,920,065	15,654,486
Multi Family - Admin Portion	5,785,859	4,777,779	6,417,964
Fund Balance Carryover			160,000
Total Revenues	\$ 30,116,080	\$ 49,500,000	\$ 32,339,600
Expenses			
Salaries & Wages Fulltime	186,929	367,183	372,246
Fringe Benefits	80,365	126,255	105,847
Overhead Allocation	493,336	740,000	550,000
General Legal Services	7,279	65,000	50,000
Bank Fees	5,690	16,512	15,000
Parking Validations	873	1,500	1,500
Event Support	975	975	1,000
General Supplies	606	1,000	1,000
Computer Supplies	732	1,000	1,000
Computer Software	57,092	59,500	58,500
Membership Dues	215	215	250
Subscriptions/Publications	975	1,475	1,500
POSTAGE	43	50	50
Other Household Expenses	210	250	250
Printing Services	567	2,000	2,000
Cellular Phone	559	3,000	3,000
Computer Equipment	-	250	2,500
Insurance - Gen/Busi Liab/Auto	1,944	5,000	3,000
Seminar/Conferences	150	1,500	1,500
Travel - Mileage Reimbursement	1,110	2,500	2,000
Travel - Ground Transportation	127	500	500
Travel-AirFare	-	1,000	1,000
Lodging	292	2,000	2,000
Meals	1,120	1,120	1,000
Other Incidentals	-	500	500
Outside Consultants	117,568	419,715	270,041
TUMF Project Reimbursement	20,139,433	45,000,000	30,892,416
Fund Balance Carryover	160,000	160,000	-
Total Expenses	\$ 21,258,189	\$ 46,980,000	\$ 32,339,600



**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2021**

Transportation and Planning

Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
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Program: Grant Writing

Carryover

Program Carryover

Total Carryover

330,000	330,000	150,000
\$ 330,000	\$ 330,000	\$ 150,000

Expenses

Salaries

Benefits

Consulting Labor

Total Expenses

5,063	11,754	17,984
2,728	4,089	7,310
44,248	314,157	\$ 124,706
\$ 52,040	\$ 330,000	\$ 150,000



**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2021**

Transportation and Planning

Actual	Budget	Proposed
2/29/2020	6/30/2020	6/30/2021

Program: Transportation Planning

Revenues

LTF Revenue	800,250	775,000	676,500
Fund Balance Carryover	-	-	130,000
Total Revenues	\$ 800,250	\$ 775,000	\$ 806,500

Expenses

Salaries	81,157	226,413	256,794
Benefits	43,256	72,799	84,874
Overhead	100,000	150,000	150,000
Legal	461	5,000	2,500
Parking Validations	465	500	500
Event Support	2,307	2,307	2,500
Postage	-	250	500
Communications - Cellular Phones	-	500	1,000
Seminars/Conferences	580	580	1,000
Travel - Mileage Reimbursement	1,650	1,570	1,500
Travel - Ground Transportation	131	260	250
Lodging	1,493	1,493	1,500
Meals	167	250	250
Supplies/Materials	-	1,000	1,000
Consulting Labor	48,763	337,328	302,332
Total Expenses	\$ 280,429	\$ 800,250	\$ 806,500



**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2021**

Transportation and Planning

Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
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Program: RivTAM

Revenues

Revenue - RIVTAM	137,500	140,000	50,000
Total Revenues	\$ 137,500	\$ 140,000	\$ 50,000

Expenses

Salaries	-	-	17,984
Benefits	-	-	4,495
Consulting Labor	78,561	140,000	27,522
Total Expenses	\$ 78,561	\$ 140,000	\$ 50,000



**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2021**

Transportation and Planning

Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
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Program: CAP Grant

Revenues

CAP Grant Revenue

182,167	17,631	260,000
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Total Revenues

\$ 182,167	\$ 17,631	\$ 260,000
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Expenses

Salaries

6,167	17,631	20,924
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Benefits

4,088	6,133	7,186
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Consulting Labor

59,080	101,236	231,890
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Total Expenses

\$ 69,335	\$ 125,000	\$ 260,000
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**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2021**

Transportation and Planning

Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
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Program: Adaptation Grant

Revenues

Adaptation Grant Revenue	106,100	125,000	409,894
Total Revenues	\$ 106,100	\$ 125,000	\$ 409,894

Expenses

Salaries	53,843	5,877	27,849
Benefits	10,443	2,044	8,744
Overhead	-	-	29,629
Consulting Labor	268,521	117,079	343,672
Total Expenses	\$ 332,807	\$ 125,000	\$ 409,894



**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2021**

Transportation and Planning

Actual	Budget	Proposed
2/29/2020	6/30/2020	6/30/2021

Program: Fellowship

Carryover

Local Jurisdiction Match	-	-	100,000
Program Carryover	290,000	290,000	100,000
Total Carryover	\$ 290,000	\$ 290,000	\$ 200,000

Expenses

Salaries	127,038	273,378	180,049
Benefits	6,360	9,539	14,320
Legal	-	2,000	100
Parking Validations	735	500	1,000
Event Support	785	750	1,000
Ofc Exp General Supplies	21	500	500
Meeting Support Services	-	250	250
Postage	-	100	100
Seminars/Conferences	-	150	150
Travel Mileage Reimbursement	346	2,000	1,500
Travel - Ground Transportation	-	150	150
Meals	287	350	350
Consulting Labor	333	333	532
Total Expenses	\$ 135,906	\$ 290,000	\$ 200,000



Western Riverside Council of Governments

Administration & Finance Committee

Staff Report

Subject: Nominations for WRCOG Executive Chair, Vice-Chair, and 2nd Vice-Chair Positions for Fiscal Year 2020/2021

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

Date: May 13, 2020

The purpose of this item is to request nominations for leadership positions on the Executive Committee for Fiscal Year (FY) 2020/2021.

Requested Action:

1. Provide recommendations for leadership positions of Chair, Vice-Chair, and 2nd Vice-Chair for Fiscal Year 2020/2021, to be considered and selected by the Executive Committee on June 1, 2020.

The Administration & Finance Committee acts as the nominating Committee for WRCOG's leadership positions on the Executive Committee. Due to the cancellation of the General Assembly in response to the current health crisis, per WRCOG's Joint Powers Agreement, the Executive Committee exercises the powers of this Agreement between sessions of the General Assembly.

The recommendations from this Committee for the positions of Executive Committee Chair, Vice-Chair, and 2nd Vice-Chair for FY 2020/2021 will be forwarded to the Executive Committee for consideration and selection on June 1, 2020.

Elected officials from WRCOG's member agencies were notified of the opportunity to nominate individuals for the WRCOG leadership positions on April 24, 2020; the deadline to nominate individuals was May 12, 2020. Staff will present the nominations received during to the Administration & Finance Committee for consideration and to make recommendations to the Executive Committee and General Assembly.

Prior Action:

None.

Fiscal Impact:

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

Attachment:

None.

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