



Western Riverside Council of Governments Administration & Finance Committee

AGENDA

**Wednesday, May 8, 2024
12:00 PM**

**Western Riverside Council of Governments
3390 University Avenue, Suite 200
Riverside, CA 92501**

Remote Location:

**City of Palm Desert
Parkview Office Complex
73-710 Fred Waring Drive
Conference Room 141
Palm Desert, CA 92260**

Committee members are asked to attend this meeting in person unless remote accommodations have previously been requested and noted on the agenda. The below Zoom link is provided for the convenience of members of the public, presenters, and support staff.

[Public Zoom Link](#)

**Meeting ID: 893 5384 2874
Passcode: 724783
Dial in: 669 444 9171 U.S.**

In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in the Administration & Finance Committee meeting, please contact WRCOG at (951) 405-6706. 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 200, Riverside, CA, 92501.

In addition to commenting at the Committee meeting, members of the public may also submit written comments before or during the meeting, prior to the close of public comment to lfelix@wrcog.us.

Any member of the public requiring a reasonable accommodation to participate in this meeting in light of this announcement shall contact Lucy Felix at least 72 hours prior to the meeting at (951) 405-6706 or lfelix@wrcog.us. Later requests will be accommodated to the extent feasible.

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

1. CALL TO ORDER (Chris Barajas, Chair)

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. PUBLIC COMMENTS

At this time members of the public can address the Committee regarding any items within 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. 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. Action Minutes from the April 10, 2024, Administration & Finance Committee Meeting

Requested Action(s): 1. Approve the Action Minutes from the April 10, 2024, Administration & Finance Committee meeting.

B. Fiscal Department Activities Update

Requested Action(s): 1. Receive and file.

6. REPORTS / DISCUSSION

Members of the public will have an opportunity to speak on agenda items at the time the item is called for discussion.

A. Update Regarding Implementation of WRCOG Guidelines and Framework for New Programs and Initiatives

Requested Action(s): 1. Receive and file.

B. Update of WRCOG Committee Procedures

Requested Action(s): 1. Recommend that the Executive Committee approve the updated Committee Procedures for the Planning Directors Committee, the Public Works Committee, the Solid Waste Committee, and the Finance Directors

Committee.

7. REPORT FROM THE COMMITTEE CHAIR

Chris Barajas, City of Jurupa Valley

8. REPORT FROM THE EXECUTIVE DIRECTOR

Dr. Kurt Wilson

9. ITEMS FOR FUTURE AGENDAS

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

10. GENERAL ANNOUNCEMENTS

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

11. NEXT MEETING

The next Administration & Finance Committee meeting is scheduled for Wednesday, June 12, 2024, at 12:00 p.m., in WRCOG's office at 3390 University Avenue, Suite 200, Riverside.

12. CLOSED SESSION

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION PURSUANT TO SECTION 54957

- Title: Executive Director

2. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO SECTION 54957.6

- Agency designated representatives: Chair and General Counsel
- Unrepresented employee: Executive Director

3. CONFERENCE WITH REAL PROPERTY NEGOTIATORS PURSUANT TO SECTION 54956.8

- Agency Negotiator: Executive Director or Designee
- Under Negotiation: Price and Terms of Payment

Item	Property Description	Property Owner
1	215-292-001,002,003,004	County of Riverside
2	215-202-019	Brockton V
3	207-130-021	2000 Market LLC
4	276-161-018, 276-161-019	PJO Silver Oaks
5	249-120-006	Business Consumer

13. ADJOURNMENT

Administration & Finance Committee

Action Minutes

1. CALL TO ORDER

The meeting of the WRCOG Administration & Finance Committee was called to order by Chair Chris Barajas at 12:00 p.m. on April 10, 2024, in WRCOG's office.

2. PLEDGE OF ALLEGIANCE

Deputy Executive Director Chris Gray led the Committee members and guests in the Pledge of Allegiance.

3. ROLL CALL

- City of Eastvale - Christian Dinco
- City of Jurupa Valley - Chris Barajas (Chair)
- City of Lake Elsinore - Brian Tisdale
- City of Norco - Kevin Bash
- City of Perris - Rita Rogers
- City of San Jacinto - Crystal Ruiz
- City of Wildomar - Joseph Morabito
- County, District 2 - Karen Spiegel
- County, District 3 - Chuck Washington

Absent:

- City of Corona
- Western Water

4. PUBLIC COMMENTS

There were no public comments.

5. CONSENT CALENDAR

RESULT:	APPROVED AS RECOMMENDED
MOVER:	Lake Elsinore
SECONDER:	Perris
AYES:	Eastvale, Jurupa Valley, Lake Elsinore, Norco, Perris, San Jacinto, Wildomar, District 2, District 3

A. Action Minutes from the March 13, 2024, Administration & Finance Committee Meeting

Action:

1. Approved the Action Minutes from the March 13, 2024, Administration & Finance Committee meeting.

B. First Amendment to Professional Services Agreement with Best Best & Krieger for PACE Administrative and Legal Services

Action:

1. Recommended that the Executive Committee authorize the Executive Director to execute a First Amendment to the Professional Services Agreement with Best Best & Krieger for administrative and legal services for the WRCOG PACE Programs through June 30, 2026.

C. Professional Services Agreement with PFM Financial Advisors

Action:

1. Recommended that the Executive Committee authorize the Executive Director to enter into a Professional Services Agreement, subject to legal review and approval, with PFM Financial Advisors.

6. REPORTS / DISCUSSION

A. Nominations for Executive Committee Chair, Vice-Chair, and 2nd Vice-Chair Positions for Fiscal Year 2024/2025

RESULT:	APPROVED AS RECOMMENDED
MOVER:	Wildomar
SECONDER:	Lake Elsinore
AYES:	Eastvale, Jurupa Valley, Lake Elsinore, Norco, Perris, San Jacinto, Wildomar, District 2, District 3

Action:

1. Nominated Rita Rogers, City of Perris, as Chair, Brenda Dennstedt, Western Water, as Vice-Chair, and Jacque Casillas, City of Corona, as 2nd Vice-Chair.

B. TUMF Nexus Study - Release Draft for Review

RESULT:	APPROVED AS RECOMMENDED
MOVER:	Wildomar
SECONDER:	Lake Elsinore
AYES:	Eastvale, Jurupa Valley, Lake Elsinore, Norco, Perris, San Jacinto, Wildomar, District 2, District 3

Action:

1. Recommended that the WRCOG Executive Committee release the draft 2024 TUMF Nexus Study for a 30-day comment period.

C. Request for Proposals regarding WRCOG General Legal Services

Action:

1. This item was tabled for a Closed Session discussion at a future Executive Committee meeting.

7. REPORT FROM THE COMMITTEE CHAIR

Chair Barajas had nothing to report.

8. REPORT FROM THE EXECUTIVE DIRECTOR

Deputy Executive Director Chris Gray had no report.

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 Administration & Finance Committee meeting is scheduled for Wednesday, May 8, 2024, at 12:00 p.m., in WRCOG's office.

12. CLOSED SESSION

There were no reportable actions.

13. ADJOURNMENT

The meeting was adjourned at 1:20 p.m.



Western Riverside Council of Governments Administration & Finance Committee

Staff Report

Subject: Fiscal Department Activities Update
Contact: Andrew Ruiz, Chief Financial Officer, aruiz@wrcog.us, (951) 405-6741
Date: May 8, 2024

Recommended Action(s):

1. Receive and file.
-

Summary:

The Finance Department is nearing the end of the annual audit and preparing for the issuance of its Annual Comprehensive Financial Report. WRCOG has also finalized its Fiscal Year 2024/2025 budget.

Purpose / WRCOG 2022-2027 Strategic Plan Goal:

The purpose of this item is to provide information regarding Finance Department activities. This effort aligns with WRCOG's 2022-2027 Strategic Plan Goal #3 (Ensure fiscal solvency and stability of the Western Riverside Council of Governments).

Discussion:

Background

The Finance Department provides regular updates to WRCOG Committees regarding the financial status of WRCOG and also provides summaries of on-going activities that might be of interest to member agencies. The financial reports document Agency revenues and expenditures through the current fiscal year, as reported by various programs, funds, and other administrative divisions. On-going activities include the preparation of the Agency audit, budget amendments, and preparation of the WRCOG budget for consideration and approval by WRCOG Committees.

Present Situation

Fiscal Year 2024/2025 Budget: WRCOG has prepared the Fiscal Year 2024/2025 Budget and presented it to its various committees. The Budget was recommended to the General Assembly for approval by the WRCOG Executive Committee on April 1, 2024.

Fiscal Year 2022/2023 Year-End and Agency Audit: WRCOG's audit was completed in April 2024 and the auditors are providing an unmodified opinion on the Fiscal Year 2022/2023 Annual Comprehensive

Financial Report (ACFR). An unmodified opinion is the highest form of assurance an auditing firm can provide to its client and means that the audit and associated Agency financials are both in good form and the accounting practices are solid. WRCOG has received the distinguished “Certificate of Achievement for Excellence in Financial Report” from the Government Finance Officers Association for nine consecutive years, most recently the Fiscal Year 2021/2022 Award. The Award recognizes that the Agency is transparent, has provided full disclosure of its financial statements, and that the users of the ACFR have all the information needed to draw a financial conclusion of the Agency. WRCOG will once again apply for the award for Fiscal Year 2022/2023.

Financial Documents

All of WRCOG's most recent financial statements, budget, monthly financials, amendments, etc., are located on the Agency's website [here](#).

Prior Action(s):

None.

Financial Summary:

This item is for informational purposes only; therefore, there is no fiscal impact. Finance Department activities are included in the Agency's adopted Fiscal Year 2023/2024 Budget under the Finance Department under Fund 110.

Attachment(s):

None.



Western Riverside Council of Governments Administration & Finance Committee

Staff Report

Subject: Update Regarding Implementation of WRCOG Guidelines and Framework for New Programs and Initiatives

Contact: Chris Gray, Deputy Executive Director, cgray@wrcog.us, (951) 405-6710

Date: May 8, 2024

Recommended Action(s):

1. Receive and file.

Summary:

The Executive Committee approved the Guidelines and Framework for New Programs and Initiatives, designed to assess the advantages and disadvantages of potential new efforts through a 20-criteria evaluation by WRCOG staff. The analysis results are shared with the Executive Committee to decide on new initiatives. WRCOG staff will be reporting back on the use of this tool and potential upgrades.

Purpose / WRCOG 2022-2027 Strategic Plan Goal:

The purpose of this item is to provide an update on the use of a new tool to disclose potential benefits and risks to decision makers. This effort aligns with WRCOG's 2022-2027 Strategic Plan Goal #3 (Ensure fiscal solvency and stability of the Western Riverside Council of Governments). It specifically addresses Strategy 3.2 (Develop a process to vet fiscal impact(s) and risks(s) for all new potential programs and projects).

Discussion:

Background

During the development of the WRCOG Strategic Plan, one issue that arose was the process to evaluate new programs and projects. Unlike cities, water districts, or transportation agencies, WRCOG is often faced with opportunities to create new programs to adapt to changing conditions such as member agency requests, new legislation, new funding opportunities, or other similar instances. In many instances, these new programs have been tremendously successful, while there are other instances in which a new effort was not successful. Those discussions in turn led to further questions regarding the process to vet new programs and projects, particularly from a financial perspective. In response to the direction in the Strategic Plan, staff developed the Guidelines and Framework to Evaluate New Programs and Initiatives (Guidelines) which were subsequently reviewed by the Administrative & Finance Committee and approved by the Executive Committee on June 5, 2023. That approval included direction

to staff to return with an evaluation of the tool to the Administration & Finance Committee and any potential updates or changes. The approved Guidelines are attached for reference (Attachment 1).

Present Situation

Over the past year, staff have employed the Guidelines to evaluate several potential programs and initiatives including the CARB ZEV Transition Toolkit Grant application (Attachment 2) and the So Cal Gas Ambassador Program (Attachment 3).

The CARB ZEV Transition Toolkit Grant was a grant application to the California Air Resources Board to obtain funding for WRCOG member agencies for the purchase of municipal Zero Emission Vehicles (ZEV). A key element of this grant was that it would reimburse public agencies for the incremental cost of an electric vehicle as compared to a traditional gas powered vehicle. For example, if a city wanted to purchase an electric street sweeping vehicle that costs \$1,000,000 and a traditional gas-powered street sweeper vehicle costs \$500,000, the grant would provide that city with the difference (\$500,000). Staff applied the Guidelines before submitting the Grant to verify that it would be suitable to submit the grant. Some positive elements included:

- Specifically aligned with the Strategic Plan
- WRCOG has received multiple requests related to this item
- Significant staff expertise in this area
- Extension of WRCOG's existing Clean Cities Program
- Consequences of not acting (since this effort is a grant application, not submitting the grant means that no funding would come to this region for this effort)

There were a limited number of negatives which related to Administrative requirements to administer the grant and also the significant reporting requirements.

WRCOG did submit the grant application for this program and was awarded \$1.5M which will be used by its member agencies to purchase ZEV municipal vehicles. Agencies which partnered with WRCOG and are eligible to receive funds from this grant include Riverside County, the City of Corona, and the City of Banning.

The second potential program that was evaluated using the Guidelines are the So Cal Gas Ambassador Program. Under this Program, SoCal Gas would provide \$115,000 to WRCOG in exchange for WRCOG to act as the intermediary between SoCal Gas and public agencies to create awareness of SoCal Gas energy efficiency programs. This Program incorporates many elements of the Regional Energy Partnership (REP), which was a long-standing WRCOG program that provided many of the same services.

When the Guidelines were applied to evaluate this potential program, it noted some positive aspects, including:

- This proposed program is similar to the Western Riverside Energy Partnership, which WRCOG previously administered successfully
- The issue had limited complexity
- Directly tied to existing WROCG programs and efforts such as I-REN

This evaluation noted several negative aspects such as the lack of requests to address this issue. Overall, the evaluation indicated that there were some positive elements and limited negative elements but many of the items were rated as neutral. In 2023, the Executive Committee approved the implementation of this Program and staff has been working with SoCal Gas to implement the Program in the forthcoming fiscal year.

Based on its use in the initial year, staff can conclude that the Guidelines are serving its intended function by noting both the positive and negative elements of potential efforts. One key takeaway is that it has highlighted an emerging trend related to grant administration. Large grants, such as the CARB grants, have significant regulatory and financial requirements. If WRCOG pursues similar grants in the future, it should be aware that any pursuits of these grants should only occur if there is sufficient administrative support and expertise to comply with these requirements. Additionally, any budgets submitted for these grants will also need to include sufficient funding for the necessary administrative and fiscal support. As some grants limit the amount of expenses that can be charged for administration, WRCOG should continue to be mindful of these issues as they continue to pursue other grants.

Prior Action(s):

June 5, 2023: The Executive Committee approved the proposed Guidelines and Framework to Evaluate New Programs and Initiatives and directed the Executive Director to return with an update regarding implementation in June 2024.

May 10, 2023: The Administration & Finance Committee recommended that the Executive Committee approve the proposed Guidelines and Framework to Evaluate New Programs and Initiatives with changes as proposed by Committee members.

Financial Summary:

Staff time related to the preparation of this item is included in Fund 110 (General Fund) under the Administration Program.

Attachment(s):

[Attachment 1 - New Program Guidelines Template](#)

[Attachment 2 - CARB ZEV Transition Toolkit Grant](#)

[Attachment 3 - So Cal Gas Ambassador](#)

Attachment

New Program Guideline Template

Adopted June 2023

New Program Guidelines Template

	Questions	Con (Negative)	Neutral	Pro (Positive Item)	Analysis
1	What is the level of regional concern regarding this issue?	Issue is discussed rarely within the WRCOG subregion. Low awareness among Agency Staff and Elected Officials.	Some discussion but not seen as a regional priority. Moderate level of awareness among Agency Staff and Elected Officials.	Regular discussion of the issue and high level of awareness among Agency Staff and Elected Officials. Seen as a regional priority.	
2	How consistent is this issue with the WRCOG Strategic Plan?	Not directly addressed	Indirectly addressed	Specifically listed in Strategic Plan	
3	Has WRCOG received requests to address this issue?		WRCOG has received a limited number of requests related to this item	WRCOG has received a significant number of requests related to this item	
4	Is this issue being addressed by other agencies in the WRCOG region?	High number of agencies currently addressing this issue.	Limited number of agencies addressing this issue.	No other agencies are currently addressing this issue in the region.	
5	What is the track record of other agencies implementing similar efforts?	Recent efforts by others have not been successful or no comparable examples.	Moderate level of success by others.	Similar efforts have a demonstrated track record of success.	
6	What is the level of Staff expertise in this area?	Low level of staff expertise.	Some staff in WRCOG have moderate level of experience.	Multiple staff members have high level of expertise in this issue area.	
7	What is the level of available funding to start this initiative?	Limited funding available for start-up/initiation costs.	Some funding available but would require reallocation of resources.	Sufficient funding available to initiate this effort.	
8	What is the level of available funding to maintain this initiative?	Additional funds will have to be secured to implement this effort.	On-going funding is available but some effort require to secure the funding.	Initiative has secured sufficient funding to be self-sustaining for the foreseeable future.	
9	Do the fund associated with this effort carry significant restrictions on their use by WRCOG?	Fund carry high levels of reporting requirements or other similar restrictions.	Additional requirements for funds associated with this effort but can be addressed through existing processes.	No additional restrictions beyond those imposed on government agencies related to fiscal matters.	

10	How much control does WRCOG have over any implementation activities?	Implementation activities will be conducted by other parties with limited oversight/control by WRCOG. Implementation will be done by 3rd parties not associated with WRCOG.	WRCOG has some level of control over implementation through reporting or other oversight mechanisms.	WRCOG has direct control over the implementation activities related to this program.	
11	What is the level of regulatory complexity?	Heavily regulated topic by Federal/State/Regional agencies. Will require significant legal and consultant assistance to address regulatory requirements.	Some regulation by Federal/State/Regional agencies. Some level of complexity that requires assistance by legal and consultants for regulatory issues.	Nominal level of complexity. Limited support needed from legal and consultants to address regulatory issues.	
12	How challenging are the administrative requirements associated with this initiative?	Will require dedicated staff to meet administrative requirements.	Administrative requirements can be met through reallocation of existing staff.	Administrative requirements can be met through existing staff with little disruption to existing work.	
13	How consistent is this initiative with existing WRCOG programs?	No relationship with existing WRCOG programs.	Indirect relationship with existing WRCOG programs/efforts.	Directly related to existing WRCOG programs/efforts.	
14	Is there documentation which describes WRCOG's roles and responsibilities?	Limited documentation regarding WRCOG's roles and responsibilities.	Some documentation with funding or regulatory agency but no documentation with other parties.	Agreements with funding/regulatory agencies and member agencies which clearly delineate roles and responsibilities.	
15	What is the level of negative outcomes if WRCOG chooses not to act?		Limited number of negative outcomes for WRCOG members associated with not acting.	Multiple negative consequences for WRCOG Member agencies and others if WRCOG fails to act	
16	What are the financial impacts to WRCOG to discontinue the effort if WRCOG initiates this work?	High level of financial impacts to WRCOG if the initiative/effort is discontinued such as long-term financial obligations or revenue loss to WRCOG. Limited ability to mitigate those impacts.	Financial impact to WRCOG but impact can be mitigated through various strategies.	Limited financial impacts to WRCOG to discontinue this effort.	
17	What are the legal impacts for WRCOG to discontinue the effort if WRCOG initiates this work?	Long-term legal implications for WRCOG to discontinue the program. Limited ability to mitigate those impacts.	Legal impacts to WRCOG can be mitigated through various strategies.	Limited legal impacts to WRCOG if we discontinue this effort.	
18	Does WRCOG have clearly stated and understood goals for this initiative?	Goals are not well defined or there is no significant agreement on goals for the effort.	Some clarity on effort goals but there is some level of ambiguity.	Clearly defined goals for this effort.	
19	Does the initiative provide deliverables or services which directly benefit WRCOG member agencies?	Effort produces few tangible products which benefit WRCOG member agencies.	Products/services provide some value to limited number of WRCOG agencies.	Products/services would be widely used by WRCOG members.	
20	What is the level of external stakeholder support for this effort?	External stakeholders are directly opposed to this effort.	Indifference by external stakeholders for this effort.	High level of support for this effort by external stakeholders.	

Attachment

CARB ZEV Transition Toolkit Grant

CARB ZEV Transition Toolkit Grant Application					
	Questions	Negative (Con)	Neutral	Positive (Pro)	Analysis
1	What is the level of regional concern regarding this issue?	Issue is discussed rarely within the WRCOG subregion. Low awareness among Agency Staff and Elected Officials.	Some discussion but not seen as a regional priority. Moderate level of awareness among Agency Staff and Elected Officials.	Regular discussion of the issue and high level of awareness among Agency Staff and Elected Officials. Seen as a regional priority.	Air quality is a major concern in the subregion, and this program will enable direct reductions of harmful emissions in multiple communities. State policies are mandating a transition to ZEVs, and this program will provide resources to enable this.
2	How consistent is this issue with the WRCOG Strategic Plan?	Not directly addressed	Indirectly addressed	Specifically listed in Strategic Plan	This project directly aligns with Goal #5 - Develop projects and programs that improve infrastructure and sustainable development in our subregion.
3	Has WRCOG received requests to address this issue?	WRCOG has not received direct requests related to this item	WRCOG has received a limited number of requests related to this item	WRCOG has received a significant number of requests related to this item	Clean Cities member agencies regularly request assistance with funding and support for ZEV deployment.
4	Is this issue being addressed by other agencies in the WRCOG region?	High number of agencies currently addressing this issue.	Limited number of agencies addressing this issue.	No other agencies are currently addressing this issue in the region.	State agencies are providing some funding to cities, who can apply on their own. However, a regional application strengthens competitiveness and outcomes. Currently, there are no others taking this regional approach.
5	What is the track record of other agencies implementing similar efforts?	Recent efforts by others have not been successful or no comparable examples.	Moderate level of success by others.	Similar efforts have a demonstrated track record of success.	Many agencies in the region have had significant success acquiring funds and deploying alternative fuel technology, but this project is somewhat unique in its scope and regional scale.
6	What is the level of Staff expertise in this area?	Low level of staff expertise.	Some staff in WRCOG have moderate level of experience.	Multiple staff members have high level of expertise in this issue area.	Coalition staff are highly experienced in this field and, if awarded, the grant will fund 3rd party technical experts.
7	What is the level of available funding to start this initiative?	Limited funding available for start-up/initiation costs.	Some funding available but would require reallocation of resources.	Sufficient funding available to initiate this effort.	Coalition staff are highly experienced in this field and, if awarded, the grant will fund 3rd party technical experts.
8	What is the level of available funding to maintain this initiative?	Additional funds will have to be secured to implement this effort.	On-going funding is available but some effort require to secure the funding.	Initiative has secured sufficient funding to be self-sustaining for the foreseeable future.	Cities will acquire, own, and operate the equipment. The project will compile a toolkit that can be used by others in the future. Cities are contributing matching funding for the technology acquisition, and, in most cases, these are vehicle types that fleets already planned to purchase.
9	Do the fund associated with this effort carry significant restrictions on their use by WRCOG?	Fund carry high levels of reporting requirements or other similar restrictions.	Additional requirements for funds associated with this effort but can be addressed through existing processes.	No additional restrictions beyond those imposed on government agencies related to fiscal matters.	The program will require reporting, which can be addressed using funds acquired through the grant and existing resources. Funding will be highly restricted to zero-emission technologies and will only support activities within the scope of the grant.
10	How much control does WRCOG have over any implementation activities?	Implementation activities will be conducted by other parties with limited oversight/control by WRCOG. Implementation will be done by 3rd parties not associated with WRCOG.	WRCOG has some level of control over implementation through reporting or other oversight mechanisms.	WRCOG has direct control over the implementation activities related to this program.	WRCOG will provide resources, including funding and staff time, but agencies will be responsible for owning, operating, and maintaining the technology. Jurisdictions have committed to participate in this process, and WRCOG will provide overall project oversight.
11	What is the level of regulatory complexity?	Heavily regulated topic by Federal/State/Regional agencies. Will require significant legal and consultant assistance to address regulatory requirements.	Some regulation by Federal/State/Regional agencies. Some level of complexity that requires assistance by legal and consultants for regulatory issues.	Nominal level of complexity. Limited support needed from legal and consultants to address regulatory issues.	State grants come with some level of complexity, but WRCOG staff are experienced with grant management

12	How challenging are the administrative requirements associated with this initiative?	Will require dedicated staff to meet administrative requirements.	Administrative requirements can be met through reallocation of existing staff.	Administrative requirements can be met through existing staff with little disruption to existing work.	This is a large project that will require high levels of administrative effort. The staff has the bandwidth to address some of this, but the grant will also fund a contracted project manager (likely through the technical consulting firm) to assist.
13	How consistent is this initiative with existing WRCOG programs?	No relationship with existing WRCOG programs.	Indirect relationship with existing WRCOG programs/efforts.	Directly related to existing WRCOG programs/efforts.	Directly related to Clean Cities Coalition activities.
14	Is there documentation which describes WRCOG's roles and responsibilities?	Limited documentation regarding WRCOG's roles and responsibilities.	Some documentation with funding or regulatory agency but no documentation with other parties.	Agreements with funding/regulatory agencies and member agencies which clearly delineate roles and responsibilities.	The project will be guided by a detailed scope and budget and will require agreements between WRCOG and agencies clearly outlining responsibilities.
15	What is the level of negative outcomes if WRCOG chooses not to act?	No negative outcomes for WRCOG members if WRCOG does not act.	Limited number of negative outcomes for WRCOG members associated with not acting.	Multiple negative consequences for WRCOG Member agencies and others if WRCOG fails to act	This project is meant to help cities address ZEV transition and related state mandates. Negative impacts will not be seen from not supporting this application but could occur if municipalities do not meet mandates.
16	What are the financial impacts to WRCOG to discontinue the effort if WRCOG initiates this work?	the initiative/effort is discontinued such as long-term financial obligations or revenue loss to WRCOG. Limited ability to mitigate those impacts.	Financial impact to WRCOG but impact can be mitigated through various strategies.	Limited financial impacts to WRCOG to discontinue this effort.	This is a grant application, and WRCOG is not obligated to move forward. Discontinuing work will not have financial impacts.
17	What are the legal impacts for WRCOG to discontinue the effort if WRCOG initiates this work?	Long-term legal implications for WRCOG to discontinue the program. Limited ability to mitigate those impacts.	Legal impacts to WRCOG can be mitigated through various strategies.	Limited legal impacts to WRCOG if we discontinue this effort.	This is a grant application, and WRCOG is not obligated to move forward. Discontinuing work will not have legal impacts.
18	Does WRCOG have clearly stated and understood goals for this initiative?	Goals are not well defined or there is not significant agreement on goals for the effort.	Some clarity on effort goals but there is some level of ambiguity.	Clearly defined goals for this effort.	The goals are the deployment of ZEV technology, deepening municipal knowledge of ZEV technology, and providing a template for others to follow in the future.
19	Does the initiative provide deliverables or services which directly benefit WRCOG member agencies?	Effort produces few tangible products which benefit WRCOG member agencies.	Products/services provide some value to limited number of WRCOG agencies.	Products/services would be widely used by WRCOG members.	While only a limited number of agencies will receive funding for deployment, the toolbox will be available for wide use by other WRCOG agencies and beyond. Participation is limited by Clean Cities membership status and disadvantaged community qualifications.
20	What is the level of external stakeholder support for this effort?	External stakeholders are directly opposed to this effort.	Indifference by external stakeholders for this effort.	High level of support for this effort by external stakeholders.	This project will serve as a pilot program to allow cities to learn about operating ZEVs while making a positive impact on air quality in our region.

Attachment

So Cal Gas Ambassador Program

SoCal Gas REP Ambassador Program

	Questions	Con (Negative)	Neutral	Pro (Positive Item)	Analysis
1	What is the level of regional concern regarding this issue?	Issue is discussed rarely within the WRCOG subregion. Low awareness among Agency Staff and Elected Officials.	Some discussion but not seen as a regional priority. Moderate level of awareness among Agency Staff and Elected Officials.	Regular discussion of the issue and high level of awareness among Agency Staff and Elected Officials. Seen as a regional priority.	Previously, the Western Riverside Energy Partnership (WREP) raised awareness and helped implement Natural Gas EE measures for Member Agencies. However, gas EE measures were not as popular nor easy to implement as electric EE measures. Due to this previous work, I will rank this issue as Medium.
2	How consistent is this issue with the WRCOG Strategic Plan?	Not directly addressed	Indirectly addressed	Specifically listed in Strategic Plan	Although not specifically listed in the Strategic Plan, the Regional Energy Pathways Ambassador Program can assist Member Agencies to implement natural gas EE measures
3	Has WRCOG received requests to address this issue?	WRCOG has not received direct requests related to this item	WRCOG has received a limited number of requests related to this item	WRCOG has received a significant number of requests related to this item	Since the sunset of the WREP, we have not received requests from Member Agencies specifically for natural gas EE measures.
4	Is this issue being addressed by other agencies in the WRCOG region?	High number of agencies currently addressing this issue.	Limited number of agencies addressing this issue.	No other agencies are currently addressing this issue in the region.	The I-REN will support Member Agencies with natural gas energy efficiency measures that are not already provided by SoCalGas EE Programs. As such, SoCalGas' Regional Energy Pathways will provide most of the EE gas measures that Member Agencies can implement.
5	What is the track record of other agencies implementing similar efforts?	Recent efforts by others have not been successful or no comparable examples.	Moderate level of success by others.	Similar efforts have a demonstrated track record of success.	Prior to the sunset of the WREP, WRCOG was able to assist some Member Agencies with implementing gas EE measures. Natural gas EE measures have always been difficult to implement across the state due to limited EE savings and incentives/rebates being small or not as impactful as electric EE measures. Other agencies outside of WRCOG subregion are implementing similar partnerships.
6	What is the level of Staff expertise in this area?	Low level of staff expertise.	Some staff in WRCOG have moderate level of experience.	Multiple staff members have high level of expertise in this issue area.	Daniel Soltero is new to assisting Member Agencies implement natural gas energy efficiency measures. Benjamin Druyon has high level of experience in implementing natural gas energy efficiency measures.
7	What is the level of available funding to start this initiative?	Limited funding available for start-up/initiation costs.	Some funding available but would require reallocation of resources.	Sufficient funding available to initiate this effort.	The Regional Energy Pathways Ambassador Program would be in effect for one calendar year, and would <u>reimburse</u> WRCOG for eligible staff time, material, and marketing costs up to \$120,000. SoCalGas has selected WRCOG's proposal for one calendar year from the Effective Date of the Service Agreement.
8	What is the level of available funding to maintain this initiative?	Additional funds will have to be secured to implement this effort.	On-going funding is available but some effort require to secure the funding.	Initiative has secured sufficient funding to be self-sustaining for the foreseeable future.	The Regional Energy Pathways Ambassador Program would be in effect for one calendar year, and would <u>reimburse</u> WRCOG for eligible staff time, material, and marketing costs up to \$120,000. After the first calendar, SoCalGas will have the option to renew the Service Agreement with WRCOG, or may ask WRCOG to submit a new proposal for the next calendar year.
9	Do the fund associated with this effort carry significant restrictions on their use by WRCOG?	Fund carry high levels of reporting requirements or other similar restrictions.	Additional requirements for funds associated with this effort but can be addressed through existing processes.	No additional restrictions beyond those imposed on government agencies related to fiscal matters.	Since compensation is based on a reimbursement basis, WRCOG will need to submit invoices to SoCalGas through its proprietary invoicing software on a monthly basis. All billings must be related to the SoCalGas Regional Energy Pathways and similar SoCalGas energy efficiency programs.

10	How much control does WRCOG have over any implementation activities?	Implementation activities will be conducted by other parties with limited oversight/control by WRCOG. Implementation will be done by 3rd parties not associated with WRCOG.	WRCOG has some level of control over implementation through reporting or other oversight mechanisms.	WRCOG has direct control over the implementation activities related to this program.	WRCOG would only be doing outreach and engagement, energy efficiency project assistance, and assist with incentives/rebates. SoCalGas or their contractor that will be implementing the energy efficiency measures in the field or at the facilities.
11	What is the level of regulatory complexity?	Heavily regulated topic by Federal/State/Regional agencies. Will require significant legal and consultant assistance to address regulatory requirements.	Some regulation by Federal/State/Regional agencies. Some level of complexity that requires assistance by legal and consultants for regulatory issues.	Nominal level of complexity. Limited support needed from legal and consultants to address regulatory issues.	Once the Service Agreement is executed we anticipate very little to no legal and consultant assistance needed.
12	How challenging are the administrative requirements associated with this initiative?	Will require dedicated staff to meet administrative requirements.	Administrative requirements can be met through reallocation of existing staff.	Administrative requirements can be met through existing staff with little disruption to existing work.	WRCOG staff (Daniel Soltero) will be able to handle administrative requirements with assistance from Fiscal team staff. This was done previously through the WREP, so it is anticipated that it can be done again.
13	How consistent is this initiative with existing WRCOG programs?	No relationship with existing WRCOG programs.	Indirect relationship with existing WRCOG programs/efforts.	Directly related to existing WRCOG programs/efforts.	The SoCalGas Regional Energy Pathways Ambassador Program is directly related to the I-REN, as they are working in conjunction with each other to implement natural gas energy efficiency measures for Member Agencies.
14	Is there documentation which describes WRCOG's roles and responsibilities?	Limited documentation regarding WRCOG's roles and responsibilities.	Some documentation with funding or regulatory agency but no documentation with other parties.	Agreements with funding/regulatory agencies and member agencies which clearly delineate roles and responsibilities.	If approved, the Service Agreement with SoCalGas includes WRCOG's proposals which detail WRCOG's scope of work for the Regional Energy Pathways Ambassador Program.
15	What is the level of negative outcomes if WRCOG chooses not to act?	No negative outcomes for WRCOG members if WRCOG does not act.	Limited number of negative outcomes for WRCOG members associated with not acting.	Multiple negative consequences for WRCOG Member agencies and others if WRCOG fails to act	No negative impacts to WRCOG if we choose not to participate
16	What are the financial impacts to WRCOG to discontinue the effort if WRCOG initiates this work?	High level of financial impacts to WRCOG if the initiative/effort is discontinued such as long-term financial obligations or revenue loss to WRCOG. Limited ability to mitigate those impacts.	Financial impact to WRCOG but impact can be mitigated through various strategies.	Limited financial impacts to WRCOG to discontinue this effort.	WRCOG included revenues from this Program in the FY 23-24 budget. If WRCOG discontinues the effort, it would impact the budget revenues and staff time allocation, but can be mitigated by allocating staff time to the I-REN.
17	What are the legal impacts for WRCOG to discontinue the effort if WRCOG initiates this work?	Long-term legal implications for WRCOG to discontinue the program. Limited ability to mitigate those impacts.	Legal impacts to WRCOG can be mitigated through various strategies.	Limited legal impacts to WRCOG if we discontinue this effort.	There are no legal impacts to WRCOG to discontinue the Regional Energy Pathways Ambassador Program.
18	Does WRCOG have clearly stated and understood goals for this initiative?	Goals are not well defined or there is not significant agreement on goals for the effort.	Some clarity on effort goals but there is some level of ambiguity.	Clearly defined goals for this effort.	There are some goals and Key Performance Indicators (KPI) for this Service Agreement, however, SoCalGas has not clarified specific goals and KPI's in the Service Agreement.
19	Does the initiative provide deliverables or services which directly benefit WRCOG member agencies?	Effort produces few tangible products which benefit WRCOG member agencies.	Products/services provide some value to limited number of WRCOG agencies.	Products/services would be widely used by WRCOG members.	The Regional Energy Pathways Ambassador Program could provide energy efficiency project assistance, assistance with incentives/rebates, and assistance with long-term strategies for energy efficiency specifically to natural gas for all WRCOG Member Agencies, as well as other public sector agencies including Special Districts, K-12, State and Federal customers.
20	What is the level of external stakeholder support for this effort?	External stakeholders are directly opposed to this effort.	Indifference by external stakeholders for this effort.	High level of support for this effort by external stakeholders.	External stakeholders have not been identified. External stakeholders could benefit from the Regional Energy Pathways Ambassador Program if they implement projects, or request assistance with long-term strategies for energy efficiency such as benchmarking for buildings or GHG inventories.



Western Riverside Council of Governments Administration & Finance Committee

Staff Report

Subject: Update of WRCOG Committee Procedures
Contact: Chris Gray, Deputy Executive Director, cgray@wrcog.us, (951) 405-6710
Date: May 8, 2024

Recommended Action(s):

1. Recommend that the Executive Committee approve the updated Committee Procedures for the Planning Directors Committee, the Public Works Committee, the Solid Waste Committee, and the Finance Directors Committee.

Summary:

WRCOG maintains a number of jurisdictional staff level committees which advise the Executive Committee and Technical Advisory Committee on various matters. These committees also serve as a forum allowing WRCOG to disseminate information on topics of importance to our member agencies. The updated procedures for these staff-level committees are presented for review and potential approval.

Purpose / WRCOG 2022-2027 Strategic Plan Goal:

The purpose of this item is to update governance documents for WRCOG jurisdictional staff committees. This effort aligns with WRCOG's 2022-2027 Strategic Plan Goal #4 (Communicate proactively about the role and activities of the Council of Governments).

Discussion:

Background

WRCOG's JPA and By-Laws create three separate committees for WRCOG, including:

1. Executive Committee
2. Administration & Finance Committee
3. Technical Advisory Committee (TAC)

The JPA and By-Laws have specific language regarding the composition of these Committees, leadership, and other provisions. These documents do not contain any specific reference to other standing committees.

Section 2.12 of the JPA allows the Executive Committee to establish other standing committees with the only requirement being that these meetings be open to all Executive Committee members in accordance with the Brown Act.

WRCOG has traditionally maintained four standing jurisdictional staff committees:

1. Planning Directors Committee (PDC)
2. Public Works Committee (PWC)
3. Solid Waste Committee (SWC)
4. Finance Directors Committee (FDC)

The PDC primarily addresses land use and housing-related issues. In particular, it serves as a valuable forum for member agencies to learn about and discuss new state regulations as they relate to housing. The PWC primarily focuses on TUMF matters and advises the Executive Committee and TAC regarding TUMF Program administration. The SWC addresses issues related to WRCOG's Solid Waste Program, particularly those related to implementation of state mandates for recycling and waste diversion. The FDC addresses financial issues, including WRCOG's Budget.

Since these Committees are not specifically referenced in the JPA or By-laws, WRCOG staff has previously prepared Committee procedures which address:

- Committee purpose
- Membership
- Voting procedures

The Executive Committee adopted the first set of Committee procedures and there have been periodic updates since its initial adoption.

Present Situation

During a routine review of various administrative items, WRCOG staff noticed some inconsistencies in these documents and commenced a comprehensive update. Key elements of this update included:

- Adding both Water Districts as members of the PDC and PWC. Previously, only Western Water was represented on the PDC and PWC.
- Clarified that each committee should elect a Chair, Vice-Chair, and Second Vice-Chair.
- Standardizing language related to voting and what constitutes a quorum.

With these changes, these Committee Procedures will more closely align with similar language in the JPA and By-Laws for the Executive Committee, Administration & Finance Committee, and the Technical Advisory Committee.

The updated Committee Procedures are provided with track changes as Attachment 1.

Prior Action(s):

None.

Financial Summary:

While the proposed changes to the Committee Procedures themselves do not have a fiscal impact, staffing and other costs related to agenda preparation are included in the Agency's adopted Fiscal Year 2023/2024 Budget under the Administration Department in the General Fund (Fund 110).

Attachment(s):

[Attachment 1 - Committee procedures 2024 Update-track changes](#)

**COMMITTEE PROCEDURES
FOR THE
WESTERN RIVERSIDE COUNCIL OF GOVERNMENTS**

ARTICLE I

SECTION 1. PURPOSE

These Committee Procedures are provided for the organization and administration of the Committees of the Western Riverside Council of Governments ("WRCOG") which has been established under a Joint Powers Agreement. These Committee Procedures supplement the Agreement and the By-Laws of WRCOG.

These Committee Procedures are adopted by the Executive Committee of WRCOG. The Executive Committee authorizes the Executive Director of WRCOG to update these Committee Procedures as necessary.

SECTION 2. APPLICABILITY

These Committee Procedures apply only to those Committees of WRCOG listed herein.

SECTION 3. BROWN ACT

Regular, adjourned and special meetings of the Committees listed herein shall be called and conducted in accordance with the provisions of the Ralph M. Brown Act, Government Code Section 54950 et. seq., as it may be amended, including the provision of minutes which indicate actions approved by such Committee.

ARTICLE II

COMMITTEE PROCEDURES

SECTION 1. OFFICERS

- A. Nomination and Election. Each WRCOG Committee as set forth in this document shall elect, by a majority vote, the Chair, Vice-Chair, and Second Vice-Chair from its respective members. The election of the Chair, Vice-Chair, and Second Vice-Chair shall be conducted annually by July 1, or as soon thereafter as possible.
- B. Alignment with WRCOG Executive Committee Leadership. It is the intent of WRCOG that the Chair, Vice-Chair, and Second Vice-Chair of these Committees shall be consistent with the leadership of the WRCOG Executive Committee Chair, Vice-Chair, and Second Vice-Chair to the extent possible. Therefore, the designated representative of the jurisdiction corresponding to WRCOG Executive Committee Chair, Vice-Chair, and Second Vice-Chair shall be nominated to serve as the Chair of each respective Committee unless they are unable or unwilling to serve. In that instance, the Committee shall be free to nominate another Committee representative to serve in that position.
- C. Prohibition. The Chair, Vice-Chair, and Second Vice-Chair shall each be representatives from different General Assembly member agencies.
- D. Term. The elected Chair, Vice-Chair, and Second Vice-Chair shall assume office annually on July 1 and each officer shall hold office for one year, or until his or her successor is elected.
- E. Vacancy. if the office of the Chair, Vice-Chair or Second Vice-Chair becomes vacant, the resulting vacancy(s) shall be filled by the Vice-Chair and/or Second Vice-Chair, respectively and a new Second Vice-Chair shall be selected as set forth in Article II, Section 1.A.
- F. Duties of Chair. The Chair of each respective Committee shall, if present, preside at all meetings of the Committee.
- G. Duties of the Vice-Chair. The Vice-Chair shall perform the duties of the Chair in his or her absence. When so acting, the Vice-Chair shall have all the powers of, and be subject to all the restrictions upon, the Chair.
- H. Duties of Second Vice-Chair. The Second Vice-Chair shall perform the duties of the Chair in the absence of the Chair and the Vice-Chair. When so acting, the Second Vice-Chair shall have all the powers of, and be subject to all the restrictions upon, the Chair.
- I. Past-Chair. In the absence of the Chair, Vice-Chair, and Second Vice-Chair, the Chair of the Previous Year (the "Past Chair") shall perform the duties of the Chair for that meeting only. When so acting, Past Chair shall have all the powers of, and be subject to all the restrictions upon, the Chair.

- J. Chair Pro Tempore. In the absence of the Chair, Vice-Chair, Second Vice-Chair and the Past Chair, the WRCOG Executive Director or designee shall open the meeting and the Committee shall choose one of its voting members to chair the meeting for that day only.

SECTION 12. PLANNING DIRECTORS' COMMITTEE

- A. Purpose and Duties. The Planning Directors' Committee advises the WRCOG Technical Advisory Committee and Executive Committee on issues related to planning that come before WRCOG.
- B. Meetings. The Planning Directors' Committee may meet bi-monthly or as it is deemed necessary.
- C. Membership. The Planning Directors' Committee is comprised of the following:
1) Planning Directors, or designee holding a similar position, from ~~each member jurisdiction~~each City currently represented on the WRCOG Executive Committee,
2) one representative from the County of Riverside, 3) a representative from the March JPA, 4) one representative from each Water District and 45) a representative from the Riverside Transit Agency.
- D. Quorum. The Planning Directors' Committee ~~shall act only upon a majority of a quorum with each jurisdiction having one vote, except for the county which will have two votes. A quorum shall consist of 10 members.~~shall act only upon a majority of those members present at the meeting. A quorum shall consist of a majority of the members of the PDC. Each representative shall have one vote.

SECTION 23. PUBLIC WORKS COMMITTEE

- A. Purpose and Duties. The Public Works Committee ("PWC") is the technical advisory body to the WRCOG Technical Advisory Committee and Executive Committee for the TUMF Program and Public Works-related issues that come before WRCOG.
- B. Meetings. The PWC may meet once a month or as it is deemed necessary.
- C. Membership. The PWC is comprised of 1) the Public Works Director, or similar title, from each member jurisdictionCity currently represented on the WRCOG Executive Committee and~~2) also one~~ representative from the County of Riverside, 3) one representative from the March JPA, 4) one representative from the Riverside Transit Authority, and~~5) one representative from the Riverside County Transportation Commission and 6) one representative from each Water District.~~
- D. ~~Quorum. The PWC shall act only upon a majority of a quorum with each jurisdiction having one vote. A quorum shall consist of a majority of the members of the PWC.~~The PWC shall act only upon a majority of those members present at the meeting. A quorum shall consist of a majority of the members of the PWC. Each representative shall have one vote, except that members of the water

districts shall not vote on TUMF matters.

SECTION 34. SOLID WASTE COMMITTEE

- A. Purpose and Duties. The Solid Waste Committee is a Regional Cooperative Program administered by WRCOG to assist Western Riverside jurisdictions and Riverside County with reducing the waste stream going to landfills and to encourage recycling that protects our environment, as well as other environmental challenges that may impact the region. From litter cleanup to protecting water quality through used oil / oil filter recycling, WRCOG provides hands-on programs that empower both business and individuals. WRCOG helps jurisdictions meet regulations requiring reduction of waste going to landfills using methods such as the development of regional educational materials, business recycling education, and community outreach. Specifically, WRCOG coordinates bi-monthly meetings forming a strong working relationship between the jurisdictions, the County, waste haulers and CalRecycle, provides quarterly disposal tracking and analysis, prepares AB 939 annual reports for several jurisdictions, provides significant State and ~~Federal legislative~~ Federal legislative updates, provides notification of regional grant opportunities, and provides representation at area Chamber of Commerce events promoting business recycling.
- B. Meetings. The Solid Waste Committee may meet ~~bi-monthly~~ quarterly or as it is deemed necessary.
- ~~C. Membership. Membership in the Solid Waste Committee is limited to those agencies that pay dues as established by WRCOG. Currently the Solid Waste Committee is comprised of the Cities of Banning, Beaumont, Calimesa, Canyon Lake, Corona, Eastvale, Hemet, Jurupa Valley, Lake Elsinore, Menifee, Moreno Valley, Murrieta, Perris, Riverside, San Jacinto, Temecula, Wildomar, and the County Unincorporated. All Cities currently represented on the WRCOG Executive Committee and Riverside County are eligible to participate in the Solid Waste Committee. An agency wishing to formally participate in the Solid Waste Committee shall be required to pay an annual assessment as specified in the WRCOG Annual Budget.~~
- ~~D. Quorum. The Solid Waste Committee shall act only upon a majority of a quorum with each jurisdiction having one vote. A quorum shall consist of 5 members. The Solid Waste Committee shall act only upon a majority of those members present at the meeting. A quorum shall consist of a majority of the members of the Solid Waste Committee. Each representative shall have one vote.~~

SECTION 54. FINANCE DIRECTORS' COMMITTEE

- A. Purpose and Duties. The Finance Directors' Committee advises the WRCOG Technical Advisory Committee and Executive Committee on issues related to Finance that comes before WRCOG.

- B. Meetings. The Finance Directors' Committee may meet ~~bi-monthly~~quarterly or as it is deemed necessary.
- C. Membership. The Finance Directors' Committee is comprised of the following:
~~4)-1)~~ 1) Finance Directors, or designee holding a similar position, from each member jurisdiction each City which is currently a member of the WRCOG Executive Committee, 2) One representative from Riverside County and 23) a-A
representative from the March JPA_-and 4) One representative from each Water District
- D. Quorum. ~~The Finance Directors' Committee shall act only upon a majority of a quorum with each jurisdiction having one vote. A quorum shall consist of 8 members.~~The Finance Directors Committee shall act only upon a majority of those members present at the meeting. A quorum shall consist of a majority of of the members of the Finance Directors Committee. Each representative shall have one vote.