Western Riverside Council of Governments
Executive Committee

AGENDA

Monday, February 4, 2019
2:00 p.m.

County of Riverside
Administrative Center
4080 Lemon Street
1st Floor, Board Chambers
Riverside, CA 92501

The following teleconference number is provided exclusively for members of the public wishing to address the Executive Committee directly during the public hearing portion of item 7.A on the agenda:

Teleconference: (877) 336-1828
Access Code: 5233066

In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in the Executive Committee meeting, please contact WRCOG at (951) 405-6703. Notification of at least 48 hours prior to meeting time will assist staff in assuring that reasonable arrangements can be made to provide accessibility at the meeting. In compliance with Government Code Section 54957.5, agenda materials distributed within 72 hours prior to the meeting which are public records relating to an open session agenda item will be available for inspection by members of the public prior to the meeting at 3390 University Avenue, Suite 450, Riverside, CA, 92501.

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

1. CALL TO ORDER / ROLL CALL (Chuck Washington, Chair)

2. PLEDGE OF ALLEGIANCE

3. WELCOME NEW EXECUTIVE COMMITTEE MEMBERS

4. PUBLIC COMMENTS

At this time members of the public can address the Executive Committee regarding any items within the subject matter jurisdiction of the Executive Committee that are not separately listed on this agenda. Members of the public will have an opportunity to speak on agendized 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 Executive Committee in writing and only pertinent points presented orally.

5. MINUTES

A. Summary Minutes from the January 7, 2019, Executive Committee Meeting are Available for Consideration. **P. 1**

Requested Action: *1. Approve the Summary Minutes from the January 7, 2019, Executive Committee meeting.*

6. CONSENT CALENDAR

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

Action items:

A. Appointment of WRCOG Representatives to Various Committees ***Rick Bishop*** **P. 9**

Requested Actions:

1. Appoint Councilmember Micheal Goodland, City of Jurupa Valley, as the alternate representative to the California Association of Councils of Governments for a term commencing January 1, 2019, ending December 31, 2020.

2. Appoint Councilmember Larry Smith, City of Calimesa, and Councilmember Joseph Tessari, City of Eastvale, as the two alternate representatives to the County of Riverside Waste Management Task Force for a term commencing January 1, 2019, ending December 31, 2020.

3. Appoint Mayor Rusty Bailey, City of Riverside, as the representative to the Santa Ana Watershed Project Authority's One Water One Watershed Steering Committee for a term commencing January 1, 2019, ending December 31, 2020.

B. Appointment to WRCOG 2nd Vice-Chair Position for the Remainder of Fiscal Year 2018/2019 ***Rick Bishop*** **P. 11**

Requested Action: *1. Appoint Councilmember Kevin Bash, City of Norco, to the position of 2nd Vice-Chair for the remainder of Fiscal Year 2018/2019.*

C. Approval of Revised Purchasing and Procurement Policy ***Casey Dailey*** **P. 13**

Requested Action: *1. Adopt WRCOG Resolution Number 01-19; A Resolution of the Executive Committee of the Western Riverside Council of Governments Adopting a Revised Purchasing and Procurement Policy.*

D. Western Riverside Energy Partnership Activities Update ***Anthony Segura*** **P. 31**

Requested Action: *1. Authorize the Executive Director to execute a Third Contract Amendment with the Southern California Gas Company to jointly deliver the 2013-2014 Western Riverside Energy Efficiency*

Partnership Program, including the continuation of the Western Riverside Energy Partnership, through year 2019, substantially as to form.

Information items:

E. TUMF Program Activities Update: ***Christopher Gray*** **P. 43**

Requested Action: *1. Receive and file.*

F. Finance Department Activities Update ***Andrew Ruiz*** **P. 47**

Requested Action: *1. Receive and file.*

G. WRCOG Committees and Agency Activities Update ***Rick Bishop*** **P. 53**

Requested Action: *1. Receive and file.*

H. Regional Streetlight Program Activities Update ***Daniel Soltero*** **P. 69**

Requested Action: *1. Receive and file.*

7. REPORTS / DISCUSSION

A. PACE Programs Activities Update: General Activities Update, Approval of Administrative Changes to the WRCOG Energy Efficiency and Water Conservation Program Administrative Guidelines and Program Report, and Addition of New Providers ***Casey Dailey*** **P. 71**

Requested Actions:

1. *Accept the Cities of Santa Barbara and Alameda as Associate Members of the Western Riverside Council of Governments.*
2. *Adopt WRCOG Resolution Number 02-19; A Resolution of the Executive Committee of the Western Riverside Council of Governments Declaring Its Intention to Modify the California HERO Program Report so as to Increase the Program Area within Which Contractual Assessments may be Offered and Setting a Public Hearing Thereon.*
3. *Authorize staff to implement a $15,000.00 deposit for all new Commercial PACE Providers to work within the WRCOG Program.*
4. *Support the Administration & Finance Committee's recommendation to direct and authorize the Executive Director to enter into contract negotiations and execute any necessary documents to include Lord Capital, LLC, under WRCOG's statewide PACE umbrella.*
5. *Support the Ad Hoc Committee's recommendation to direct and authorize the Executive Director to enter into contract negotiations and execute any necessary documents to include Twain Financial Partners Holding, LLC, under WRCOG's PACE umbrella.*

B.	**Report from the League of California Cities** ***Requested Action***: *1. Receive and file.*	***Erin Sasse, League of California Cities***	**P. 79**
C.	**Report from the Southern California Association of Governments** ***Requested Action***: *1. Receive and file.*	***Alan Wapner, SCAG Board President***	**P. 93**
D.	**Update on the Development of a Sustainability Indicators Report** ***Requested Action***: *1. Receive and file.*	***Christopher Gray, WRCOG***	**P. 95**
E.	**Public Service Fellowship Activities Update** ***Requested Action***: *1. Direct staff to implement the following changes to the Fellowship Program: 1) recruit Fellows from additional universities, both within and outside of the subregion; 2) expand candidate eligibility to students and recent graduates who live, work, attend school in, or are from the region and meet other minimum qualifications, 3) establish a minimum 3.0 GPA threshold for all applicants; 4) alternate Fellow placements over two years so members receive a Fellow every-other year, and 5) admit Fellows to serve in either a part-time or full-time capacity.*	***Cynthia Mejia, WRCOG***	**P. 107**

8. REPORT FROM THE TECHNICAL ADVISORY COMMITTEE CHAIR — *George Johnson*

9. REPORT FROM COMMITTEE REPRESENTATIVES

SCAG Regional Council and Policy Committee representatives
SCAQMD, Ben Benoit
CALCOG, Brian Tisdale

10. REPORT FROM THE EXECUTIVE DIRECTOR — *Rick Bishop*

11. ITEMS FOR FUTURE AGENDAS — *Members*

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

12. GENERAL ANNOUNCEMENTS — *Members*

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

13. NEXT MEETING: **The next Executive Committee meeting is scheduled for Monday, March 4, 2019, at 2:00 p.m., at the County of Riverside Administrative Center, 1st Floor Board Chambers.**

14. ADJOURNMENT

Western Riverside Council of Governments

Regular Meeting

~ Minutes ~

Monday, January 7, 2019 **2:00 PM** **County Administrative Center**

1. CALL TO ORDER

The meeting was called to order by Chair Chuck Washington at 2:12 p.m. on January 7, 2019, at the Riverside County Administrative Center, 4080 Lemon Street, Riverside

Jurisdiction	Attendee Name	Status	Arrived / Departed
City of Banning		Absent	
City of Beaumont	Mike Lara	Present	1:55 PM
City of Calimesa	Jim Hyatt	Present	1:55 PM
City of Canyon Lake	Jordan Ehrenkranz	Present	1:55 PM
City of Corona	Jason Scott	Present	1:55 PM
City of Eastvale	Brandon Plott	Present	1:55 PM
City of Hemet		Absent	
City of Jurupa Valley	Micheal Goodland	Present	1:55 PM
City of Lake Elsinore	Brian Tisdale	Present	1:55 PM
City of Menifee	Matt Liesemeyer	Present	1:55 PM
City of Moreno Valley		Absent	
City of Murrieta	Kelly Seyarto	Present	1:55 PM
City of Norco	Kevin Bash	Present	1:55 PM
City of Perris	Rita Rogers	Present	1:55 PM
City of Riverside	Rusty Bailey	Present	1:55 PM
City of San Jacinto	Crystal Ruiz	Present	1:55 PM
City of Temecula		Absent	
City of Wildomar	Ben Benoit	Present	1:55 PM
District 1		Absent	
District 2	Karen Spiegel	Present	1:55 PM
District 3	Chuck Washington	Present	1:55 PM
District 5	Jeff Hewitt	Present	
EMWD	David Slawson	Present	
WMWD	Brenda Dennstedt	Present	1:55 PM
Morongo Band of Mission Indians	Robert Martin	Present	1:55 PM
Office of Education (ex-officio)		Absent	
TAC Chair		Absent	
Executive Director	Rick Bishop	Present	1:55 PM

Note: Times above reflect when the member logged in; they may have arrived at the meeting earlier.

2. PLEDGE OF ALLEGIANCE

Committee member Brian Tisdale led members and guests in the Pledge of Allegiance.

3. WELCOME NEW COMMITTEE MEMBERS

Chair Washington welcomed new and returning Committee members Karen Spiegel, County of Riverside District 2; Jeff Hewitt, County of Riverside District 5; Mike Lara, City of Beaumont; Jim Hyatt, City of Calimesa; Micheal Goodland, City of Jurupa Valley; Jason Scott, City of Corona; and Matt Liesemeyer, City of Menifee.

4. PUBLIC COMMENTS

There were no public comments.

5. MINUTES

RESULT:	**APPROVED AS RECOMMENDED**
MOVER:	City of Murrieta
SECONDER:	City of Norco
AYES:	Canyon Lake, Lake Elsinore, Murrieta, Norco, Perris, Riverside, San Jacinto, Wildomar, District 3, District 5, EMWD, WMWD, Morongo Band of Mission Indians
ABSTAIN:	Beaumont, Calimesa, Corona, Eastvale, Jurupa Valley, Menifee, District 2
ABSENT:	Banning, Hemet, Moreno Valley, Temecula, District 1

A. Summary Minutes from the December 3, 2018, Executive Committee Meeting are Available for Consideration

Action: *1. Approved the Summary Minutes from the December 3, 2018, Executive Committee meeting.*

6. CONSENT CALENDAR

RESULT:	**APPROVED AS RECOMMENDED**
MOVER:	City of Lake Elsinore
SECONDER:	City of Riverside
AYES:	Beaumont, Calimesa, Canyon Lake, Corona, Jurupa Valley, Lake Elsinore, Menifee, Murrieta, Norco, Perris, Riverside, San Jacinto, Wildomar, District 2, District 3, District 5, EMWD, WMWD, Morongo Band of Mission Indians
ABSTAIN:	Eastvale
ABSENT:	Banning, Hemet, Moreno Valley, Temecula, District 1

A. Transportation Uniform Mitigation Fee Program Activities Update and approval of Revisions to the TUMF Administrative Plan

Action: *1. Approved the proposed revisions to the TUMF Administrative Plan.*

B. PACE Programs Activities Update: General Activities Update and Approval of Administrative Changes to the WRCOG Energy Efficiency and Water Conservation Program Administrative Guidelines and Program Report

Action: *1. Approved the proposed administrative changes to the WRCOG Energy Efficiency and Water Conservation Program Administrative Guidelines and Program Report.*

C. Western Community Energy Activities Update

Action: *1. Receive and file.*

D. Finance Department Activities Update

Action: *1. Received and Filed.*

E. WRCOG Committees and Agency Activities Update

Action: *1. Received and Filed.*

F. Regional Streetlight Program Activities Update

Action: *1. Received and Filed.*

G. Environmental Department Activities Update

Action: *1. Received and Filed.*

7. REPORTS / DISCUSSION

A. Report from the League of California Cities

Eris Sasse, League of California Cities representative, reported that the governor was officially sworn in today and the budget will be released this Thursday.

The League will be pursing legislation regarding the policy on funding for new cities and annexations.

The Bureau of Cannabis Control has released regulations that do require cities to offer deliveries; the League is opposed to this. The Office of Administrative Law will be issuing a decision on whether or not that can be done. A determination should be released within the next couple of weeks. The League will be releasing a survey to gather data on what cities are doing.

The next Division meeting will be held on January 14, 2019, in the City of Eastvale. On February 22, 2019, a regional new elected official training will be held. The gold tournament will be held on September 13, 2019.

Action: *1. Received and Filed.*

B. Report from the South Coast Air Quality Management District (AQMD)

Derrick Alatorre, SCAQMD representative, reported that AQMD is the local air quality control agency for all of Orange County, and portions of Los Angeles, Riverside, and San Bernardino Counties. The region consists of over 11,000 square miles and 17M people, which is over 43% of the state's population. There are over 12M vehicles on the road in this region.

AQMD's primary mission is to control pollution from stationary sources; there are standards for mobile standards, but that is primarily maintained by the California Air Resources Board and the U.S. Environmental Protection Act.

AQMD is required to prepare an Air Quality Management Plan (AQMP), a roadmap to clean air. The federal government has designated AQMD as extreme non-attainment for ozone, and the AQMD must come into compliance by the years 2023 and 2031. The primary source of the ozone problems is due to NO_x, which is a pre-curser to ozone and a primary source as can be formed from mobile sources, which AQMD has no regulatory authority over.

Over 80% of the air pollution comes from mobile sources. This region has two of the largest Ports; Los Angeles and Long Beach. Over 40% of the goods from overseas comes through these two Ports.

The goods movement is a very strong economic engine for this region, but is also the greatest source of air pollution. Having to meet the federal standards for the region, AQMD researched many avenues of approach.

This legislative session, AQMD will be introducing a bill in Sacramento for an increase in sales tax. If passed, the funding will be dedicated to cleaning up the mobile source sector. The bill would provide authorization to put a ballot measure on the ballot.

The 2016 AQMP calls for over $1B of incentive funding to deploy clean technology and accelerate the turnover of dirty, heavy duty vehicles and equipment. The proposal would eliminate severe and unhealthy air quality in the region. AQMD will seek a one-half cent sales tax increase.

By meeting the federal mandates, AQMD will avoid being cut off from millions of federal highway transportation dollars for this region. The federal government could be stricter requirements for businesses and take over the air quality management of this region and impose draconian measures.

The proposed bill would reduce severe health impacts and provide a funding preference for projects in the region. There will be a sales tax sunset. The AQMP will help to ensure the funding is spent effectively. There will be oversight by the AQMD's Board of Directors, as well as reports provided to the state legislature.

This is a local control issue and the voters should be able to decide whether or not they want to be taxed more for clean air. A preliminary survey was conducted late last year, and the results were positive. The next survey will be in depth and cover a sales tax increase.

Committee member Micheal Goodland asked what the sunset date is, and the reason for the increased sales tax.

Mr. Alatorre responded that the sunset date is 2050. Because AQMD does not have regulatory authority over mobile sources; there is no way for AQMD to control the private sector turning over their equipment sooner rather than later.

Committee member Ben Benoit, who serves as the AQMD representative for the subregion, indicated that this matter came out of the AQMD Legislative Committee and comes back to the

AQMP. The 2016 AQMP had a financial hole in which AQMD is seeking different ways to fill. The AQMD Board has found a lot of the funding required, but not enough.

Action: *1. Received and Filed.*

C. Report on Agency Activities

Rick Bishop, WRCOG Executive Director, provided an overview of WRCOG and the programs it administers.

Western Riverside County remains one of the fastest growing areas in the state and the country, with the City of Riverside being the fastest growing City in the County.

Issues that transcend jurisdiction boundaries include population growth, traffic, air quality, water, energy, and housing. Councils of Governments (COGs) and the like were most likely formed to provide a larger geographic perspective and to bring local governments together to communicate and find solutions that impact areas in a positive manner.

COGs are known by many names such as regional councils, regional commissions, and regional planning commissions and are basically coordinating entities. COGs are formed under joint powers agreements and its members join voluntarily. Today, nearly 40,000 local, general purpose governments in the U.S., and more than 35,000 are served by COGs.

While transportation commissions, transit agencies, water district, and the like have specific purposes, COGs are usually undefined. This is to the advantage of the local governments and agencies given the number of types of programs COGs can and do administer.

Programs range from matters such as transportation, energy, solid waste, economic development, and homelessness, to name a few.

WRCOG's General Assembly consists of each elected official of each member jurisdiction. The General Assembly meets once per year to approve the Agency budget, chose the Executive Committee leadership for the year, and approve any JPA amendments.

WRCOG staff strive to operate Committees which consist of staff-level representatives from each member jurisdiction so that by the time a recommendation is presented to this Committee of elected officials, the matters have been vetted through your own staff in key departments.

WRCOG's Economic Development and Sustainability Framework establishes priority issues for potential future WRCOG involvement. Ideas are put through a filtering process to determine, among many other factors, if the matter is a multi-jurisdictional issue and if it has a high potential to make a difference.

WRCOG's Transportation Uniform Mitigation Fee (TUMF) Program is the largest of its kind in the country. Within the Transportation Department, a Regional Active Transportation Plan has recently been completed; a Transportation Summit was held in January 2018; and an Automation Study was completed.

The Solid Waste and Used Oil Recycling Programs provide funding to member jurisdictions to promote the recycling of used oil and keep member jurisdictions apprised of state mandates and local waste hauler programs.

The PACE Programs have been in place since 2011. As the bond issuer, WRCOG provides financing for residents and business owners to make energy and water efficiency updates to their homes / businesses. This Program is the largest in the country and began here in Western Riverside County.

The Western Riverside Energy Partnership (WREP) partners with Southern California Edison and the Southern California Gas Company to help local governments take the lead in being an example of saving energy. The WREP holds an annual holiday light exchange in which residents can exchange old, inefficient lights for new. The Cities of Corona and Murrieta each received a “Cool Planet” award for their work in implementing energy projects.

The Riverside County Habitat Conservation Agency (RCHCA) is a separate joint powers agency which WRCOG administers. The RCHCA consists of 11 member jurisdictions and manages 40,000 acres of habitat for the Stephens’ Kangaroo Rat (SKR).

A new Program WRCOG initiated this year is the Grant Writing Assistance Program, which provides member jurisdictions with experienced grant writing professionals and improves the subregion’s competitiveness to spread local dollars further. To date, $125,000 has been expended for grant writing, and $13M has been received in grants; this is a 104:1 return on investment.

The BEYOND Framework Fund Program has provided just over $4.1M to implement 83 projects and aligns with WRCOG’s Economic Development & Sustainability Framework goals.

The Fellowship Program is the result of suggestions by member jurisdictions’ City Managers, and the brain drain the subregion is experiencing when graduating students leave the area for employment elsewhere. A total of 53 Fellows have been placed with member jurisdictions over the past three years; 12 are currently working in Western Riverside County.

CAPtivate 2.0 is a Climate Action Plan prepared a few years ago to identify measures local jurisdictions could use to demonstrate compliance with state laws as it pertains to SB 32 and greenhouse gas emissions. CAPtivate 2.0 kicks off in early 2019.

The Experience Program connects public, private, nonprofit, and education communities to harness knowledge capital, attract growth industries, accelerate technologies, spur economic development, and stimulate action to improve the world. An analysis concluded that the Program is feasible and would benefit the subregion. The City of Riverside was recently selected as a host site, and WRCOG is preparing to enter into a Memorandum of Understanding to evolve the concept further.

The Regional Streetlight Program consists of 11 jurisdictions and has been approved to purchase 48,000 streetlights from Southern California Edison. This effort will provide a regional net savings of over $60M over 20 years. LED retrofits begin later this month.

Western Community Energy is a Community Choice Aggregation Program consisting of seven member jurisdictions. Participating jurisdictions will be able to purchase energy for use by residential and business customers, while providing energy choices and local control in rate setting. The Program is expected to save $6M annually in utility bill savings.

The Regional Stormwater Mitigation Program is a framework for a voluntary regional mitigation program in which agencies and private developers can buy and sell credits through an exchange. A draft Program will be vetted through the WRCOG Committees beginning spring 2019.

WRCOG hosts a number of conferences and events throughout the year. WRCOG has recently debuted its weekly, 20-minute episode of the WRCOG COGcast.

Staff welcomes any ideas member jurisdictions may have for 2019.

Action: *1. Received and Filed.*

8. REPORT FROM THE TECHNICAL ADVISORY COMMITTEE CHAIR

George Johnson, WRCOG Technical Advisory Committee (TAC) Chair, was not present.

9. REPORT FROM COMMITTEE REPRESENTATIVES

There were no reports to provide.

10. REPORT FROM THE EXECUTIVE DIRECTOR

Rick Bishop, WRCOG Executive Director, congratulated staff member Tyler Masters with the birth of his baby girl, Elise.

11. ITEMS FOR FUTURE AGENDAS

There were no items for future agendas.

12. GENERAL ANNOUNCEMENTS

There were no general announcements.

13. NEXT MEETING

The next Executive Committee meeting is scheduled for Monday, February 4, 2019, at 2:00 p.m., at the County of Riverside Administrative Center, 1st Floor Board Chambers.

14. ADJOURNMENT

The meeting adjourned at 3:15 p.m.

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Western Riverside Council of Governments
Executive Committee

Staff Report

Subject: **Appointment of WRCOG Representatives to Various Committees**

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

Date: **February 4, 2019**

The purpose of this item is to *request that the Executive Committee approve a number of appointments as recommended by the Administration & Finance Committee.*

Requested Actions:

1. Appoint Councilmember Micheal Goodland, City of Jurupa Valley, as the alternate representative to the California Association of Councils of Governments for a term commencing January 1, 2019, ending December 31, 2020.
2. Appoint Councilmember Larry Smith, City of Calimesa, and Councilmember Joseph Tessari, City of Eastvale, as the two alternate representatives to the County of Riverside Waste Management Task Force for a term commencing January 1, 2019, ending December 31, 2020.
3. Appoint Mayor Rusty Bailey, City of Riverside, as the representative to the Santa Ana Watershed Project Authority's One Water One Watershed Steering Committee for a term commencing January 1, 2019, ending December 31, 2020.

WRCOG's Executive Committee appoints a number of elected officials to represent the Agency and/or the subregion's interests on a number of committees. These include the following:

- California Association of Councils of Governments (CALCOG) (one appointment plus an alternate)
- Southern California Association of Governments (SCAG) Policy Committees (six appointments)
- San Diego Association of Governments (SANDAG) Borders Committee (one appointment plus an alternate)
- Riverside County Waste Management Local Task Force (two appointments plus two alternates)
- SAWPA's One Water One Watershed (OWOW) Steering Committee (one appointment)

Per policy, all WRCOG appointees to committees serve for a two-year term. Current terms for WRCOG appointees expire on December 31, 2018.

At its December meeting, the Executive Committee made a series of appointments to outside agencies; however, there are still vacancies which require appointments. Further, vacancies on two committees (CALCOG alternate and Santa Ana Watershed Project Authority One Water One Watershed Steering Committee) were created when Councilmember Laura Roughton was unsuccessful in her re-election bid.

The following vacancies still exist:

The California Association of Councils of Governments provides for one representative and one alternate; <u>the alternate position is still available.</u>
The Santa Ana Watershed Project Authority's One Water One Watershed Steering Committee provides for <u>one appointment, which is still available.</u>

The Riverside County Waste Management Local Task Force provides for two appointments, plus two alternates. Two alternate positions are still available.

A final, sixth appointment to a SCAG Policy Committee still needs to be considered.

WRCOG's Administration & Finance Committee met in January to review the vacancies and recommend individuals to fill the positions listed above. The recommendations from the Administration & Finance Committee are included in the Requested Actions in this staff report. Agency policy is that priority in selecting representatives be given to elected officials who serve on WRCOG as Executive Committee Members or Alternates.

Prior Actions:

January 9, 2019: The Administration & Finance Committee made recommendations that are included as the Requested Actions in this staff report.

December 5, 2018: The Executive Committee made a series of appointments to outside agencies.

Fiscal Impact:

Stipends are allocated in WRCOG's Fiscal Year 2018/2019 Budget under the General Fund.

Attachment:

None.

Western Riverside Council of Governments
Executive Committee

Staff Report

Subject: **Appointment to WRCOG 2nd Vice-Chair Position for the Remainder of Fiscal Year 2018/2019**

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

Date: **February 4, 2019**

***The purpose of this item is to** request that the Executive Committee make an appointment regarding the position of 2nd Vice-Chair for the remainder of Fiscal Year 2018/2019.*

Requested Action:

1. Appoint Councilmember Kevin Bash, City of Norco, to the position of 2nd Vice-Chair for the remainder of Fiscal Year 2018/2019.

The Administration & Finance Committee acts as the nominating Committee for WRCOG's leadership positions on the Executive Committee. Laura Roughton, who previously served as the Executive Committee 2nd Vice-Chair, was not successful in her November 2018 re-election attempt, and thus an opening for this position exists and needs to be filled.

Staff notified members and alternates of the Executive Committee regarding the vacant position and requested that those interested in serving in this position notify the Executive Director by January 8, 2019. A list of those interested candidates was provided to the Administration & Finance Committee for review at its January 9, 2019, meeting.

Prior Actions:

January 9, 2019: The Administration & Finance Committee recommended that Councilmember Kevin Bash, City of Norco, serve as the Executive Committee 2nd Vice Chair for the remainder of Fiscal Year 2018/2019.

June 21, 2018: The General Assembly elected leadership positions of Chair, Vice-Chair, and 2nd Vice-Chair for Fiscal Year 2018/2019.

Fiscal Impact:

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

Attachment:

None.

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Item 6.C

Western Riverside Council of Governments
Executive Committee

Staff Report

Subject: **Approval of Revised Purchasing and Procurement Policy**

Contact: **Casey Dailey, Director of Energy & Environmental Programs, cdailey@wrcog.us, (951) 406-6720**

Date: **February 4, 2019**

The purpose of this item is to *seek approval of a revised Purchasing and Procurement Policy.*

Requested Action:

1. Adopt WRCOG Resolution Number 01-19; A Resolution of the Executive Committee of the Western Riverside Council of Governments Adopting a Revised Purchasing and Procurement Policy.

Background

In October 2005, the Executive Committee adopted Resolution Number 10-06 approving the WRCOG Purchasing and Procurement Policy. The purpose of the Policy is to assure purchases are accomplished in a manner providing the greatest value at the minimum cost to the public. The Policy provides uniform procedures for acquiring materials, supplies and equipment. Since adoption in 2005, the Policy has not been updated.

Need for Procurement Policy Update

In an effort to expand Environmental Program funding opportunities, WRCOG staff has been researching grants through the Department of Resources, Recycling and Recovery (CalRecycle). In order for WRCOG to be eligible to apply for any funding opportunity through CalRecycle, the Agency's Purchasing and Procurement Policy needs to be updated to incorporate certain environmentally friendly purchasing policies. Some of these updates include encouraging reduction of waste to landfills, avoiding consumption of single-use products, purchasing goods and services that are durable, reusable, refillable, and have extended longevity, and periodically evaluating the success of the Policy's implementation.

The proposed Policy changes are included in this report as Attachment 2 and largely incorporate the existing purchasing and procurement practices currently used at WRCOG. Staff presented this item to the Administration & Finance Committee and Technical Advisory Committee; both recommend the Executive Committee adopt Resolution 01-19, updating the WRCOG Purchasing and Procurement Policy.

Prior Actions:

January 17, 2019: The Technical Advisory Committee recommended that the Executive Committee adopt WRCOG Resolution Number 01-19; A Resolution of the Executive Committee of the Western Riverside Council of Governments Adopting a Revised Purchasing and Procurement Policy.

January 9, 2019: The Administration & Finance Committee recommended that the Executive Committee adopt WRCOG Resolution Number 01-19; A Resolution of the Executive Committee of the Western Riverside Council of Governments Adopting a Revised Purchasing and Procurement Policy.

Fiscal Impact:

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

Attachments:

1. WRCOG Resolution Number 01-19; A Resolution of the Executive Committee of the Western Riverside Council of Governments Adopting a Revised Purchasing and Procurement Policy.
2. Policy Number 2019-01: Purchasing and Procurement Policy, red-lined version.

Item 6.C

Approval of Revised Purchasing and Procurement Policy

Attachment 1

WRCOG Resolution Number 01-19; A Resolution of the Executive Committee of the Western Riverside Council of Governments Adopting a Revised Purchasing and Procurement Policy

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RESOLUTION NUMBER 01-19

A RESOLUTION OF THE EXECUTIVE COMMITTEE OF THE WESTERN RIVERSIDE COUNCIL OF GOVERNMENTS ADOPTING A REVISED PURCHASING AND PROCUREMENT POLICY

WHEREAS, California Government Code section 54201 et seq. requires all local public agencies to adopt policies and procedures, including bidding regulations, that govern the purchase of materials, supplies and equipment by local public agencies; and

WHEREAS, the Western Riverside Council of Governments ("WRCOG") is a joint powers authority consisting of the County of Riverside,18 cities situated in Western Riverside County, the Eastern Municipal Water District, the Western Municipal Water District, and the Morongo Band of Mission Indians; and

WHEREAS, pursuant to Section 2.4.2 of the Joint Powers Agreement of WRCOG ("Agreement"), the WRCOG Executive Committee ("Committee") is authorized to exercise the powers of the Agreement between session of the General Assembly; and

WHEREAS, the Purchasing and Procurement Policy has not been updated since its initial adoption in October 2005; and

WHEREAS, the Committee desires to adopt specific policies and procedures that will improve the efficiency of WRCOG's purchasing and bidding processes; and

WHEREAS, the revised Policy provides uniform procedures for acquiring materials, supplies, and equipment while being considerate of the environment and associated costs; and

WHEREAS, the adoption of this revised Policy is in the best interests of WRCOG.

NOW, THEREFORE, the Executive Committee of the Western Riverside Council of Governments does hereby RESOLVE as follows:

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

Section 1. The Committee does hereby approve and adopt the proposed revised Purchasing and Procurement Policy, a copy of which is attached as Exhibit “A”.

Section 2. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the Executive Committee of the Western Riverside Council of Governments on February 4, 2019.

____
Chuck Washington, Chair
WRCOG Executive Committee

____
Rick Bishop, Secretary
WRCOG Executive Committee

Approved as to form:

____
Steven DeBaun
WRCOG Legal Counsel

AYES: _______ NAYS: _______ ABSENT: _______ ABSTAIN: _______

Exhibit “A”

Revised Purchasing and Procurement Policy

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Item 6.C

Approval of Revised Purchasing and Procurement Policy

Attachment 2

Policy Number 2019-01: Purchasing and Procurement Policy, red-lined version

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WESTERN RIVERSIDE COUNCIL OF GOVERNMENTS

POLICY NUMBER 2019-01

PURCHASING AND PROCUREMENT POLICY

1.0 INTRODUCTION

1.1 Purpose.

To assure purchases are accomplished in a manner providing the greatest value at the minimum cost to the public, in an effort to protect the local environment, this Policy provides uniform procedures for acquiring materials, supplies, and equipment while being considerate of the environmental associated costs. All purchases of materials, equipment, or supplies to be paid by the Western Riverside Council of Governments ("WRCOG") must adhere to the methods, authority, and dollar limits of this Policy outlined below, except for contracts entered into prior to the effective date of this Policy.

1.2 Scope and Intent.

The authorizations set forth in this section are controlling throughout the entirety of this document and shall be held to be controlling when not specifically referenced. This Policy is adopted in efforts to:

A. Protect the environment.

B. Reduce unnecessary landfill waste and pollution through ecologically sound practices.

C. Purchase goods and services that minimize negative environmental impacts for WRCOG and the community.

D. Prioritize the purchasing and usage of recyclable products, which includes agricultural-based materials that are unbleached, leadfree, chlorine-free, mercury free, sustainably harvested wood, and environmentally conservative.

1.3 Responsibilities of the Executive Director.

The Executive Director or designee is responsible for~~:~~ (i) procurement of materials, supplies, and equipment; (ii) administration of this ~~policy~~Policy; and (iii) ~~ensure~~ ensuring the lowest reasonable cost that provides the maximum benefit to WRCOG, with efforts to minimize negative environmental costs.

2.0 GENERAL PURCHASE PROVISIONS

2.1 Purchase Orders, Contracts, and Invoices.

A. Purchase Order and Contract Approval. In general, purchases for WRCOG are processed by generating a purchase order. Significant material, supply, and equipment purchases usually require the execution of a contract in addition to a purchase order.

B. Invoice Approval. Prior to the payment of invoices or other demands for payment, the Executive Director or designee shall review and approve, as appropriate, all invoices with all related documentation to ensure the proper and accurate disbursement of WRCOG funds.

C. Split Orders. Under no circumstances shall any individual split orders or otherwise alter the process of purchasing materials, supplies, or equipment so as to circumvent the limits or provisions contained in this Policy.

2.2 Emergency Purchases.

In case of emergency, as reasonably determined by the Executive Director, the Executive Director may secure in the open market, at the lowest obtainable price, supplies, materials, or equipment required regardless of the amount of the expenditure.

During an emergency, the Executive Director may purchase supplies, materials, or equipment after it has been determined that the purchase constitutes an emergency purchase intended to prevent or mitigate the occurrence of one or more of the above referenced events. The Executive Director shall notify the Executive Committee Chairperson, if available, immediately after the decision to make an emergency purchase has been made.

2.3 Check Preparation.

All checks of any amount shall bear the signature of at least two of the following: the Executive Director, the ~~Controller~~Chief Financial Officer, or the Executive Committee Chairperson.

2.4 Exceptions to the Purchasing Policy Requirements; Waiver.

The provisions and limitations contained in this Policy do not apply to the payment for public utility service and accordingly the Executive Director or designee is authorized to disburse funds for these items in the appropriate amounts. The Executive Director may waive any of the requirements of this Policy other than the requirements of Section 2.3, provided such a waiver serves the best interests of WRCOG and does not violate any local, state, or federal law.

3.0 CONTRACTS FOR MATERIALS, SUPPLIES, AND EQUIPMENT

3.1 Purchases less than $5,000.

Purchases of materials, supplies, and equipment having a total estimated value of less than $5,000 may be made without formal or informal competitive bidding or competitive quotes. However, a reasonable effort is to be made at all times to ensure the most favorable terms for WRCOG in the procurement of all such materials, supplies, and equipment.

3.2 Purchases of $5,000 to $10,000.

Purchases of materials, supplies, and equipment having an estimated value of $5,000 to $10,000 may be made in the open market based on a minimum of three (3) verbal quotes obtained via telephone or in person. Purchases described in this section may be made with less than three (3) verbal quotes if reasonable efforts to obtain three (3) or more verbal quotes have failed to produce the required number of responsive quotes. In any event, a reasonable effort is to be made at all times to insure the most favorable terms for WRCOG in the procurement of all such materials, supplies, and equipment.

3.3 Purchases over $10,000.

Purchases of materials, supplies, and equipment having an estimated value of more than $10,000 may be made in the open market based on a minimum of three (3) competitive written quotes. Purchases described in this section may be made with less than three (3) competitive quotes if reasonable efforts to obtain three (3) or more written quotes have failed to produce the required number of responsive quotes. The competitive written quote process is further described as follows:

A. Notice Inviting Competitive Quotes. Requests for competitive quotes shall be solicited by written requests mailed, faxed, or e-mailed to prospective vendors. This notice inviting competitive quotes shall contain a clear and concise description of the desired materials, supplies, and equipment. The notice inviting competitive quotes shall also include a deadline for the submission of responsive quotes.

B. Record of Competitive Quotes. A written record of the responses from all vendors contacted shall be maintained with the respective purchase request. If appropriate, signed and dated telephone conversation records shall suffice for vendors that respond only by telephone.

C. Award of Competitive Quotes. Awards of purchases made under this section shall be to the lowest responsible vendor that complies with the specifications contained in the notice inviting competitive quotes. Awards made to vendors that did not provide the lowest cost shall be accompanied by written documentation explaining the reason or reasons for the award.

D. Exceptions. The Executive Director shall have the authority to waive the requirements of this section in the following circumstances provided that the reasons for such a waiver are documented as part of the purchasing process:

(i) The acquisition of materials, supplies and equipment in which WRCOG did not receive at least three quotes.

(ii) The acquisition of materials, supplies and equipment when it is in the best interest of WRCOG to purchase name brand or sole source materials, supplies, or equipment, as determined by the Executive Director. Materials, supplies and equipment shall be considered obtainable from only one vendor when only one vendor offers it for sale, lease, or rental, or when only one vendor is able to provide the materials, supplies or equipment within the time frame and/or under the terms and conditions which reasonably meet the needs of WRCOG. Sole source purchases are appropriate when there is no suitable substitute for the desired materials, supplies and equipment.

(iii) An emergency in accordance with procedures of Section 2.2 herein.

4.0 ENVIRONMENTALLY PREFERABLE PURCHASING AND PRACTICES

4.1 General.

In efforts to implement green initiatives, as requested by the California Department of Resources Recycling and Recovery (CalRecycle), WRCOG is tasked to implement the Policy efforts recognized herein. WRCOG will respect the following terms in current and future program purchases and any correlated responsibilities, as applicable.

4.1.1 Institute practices that expand current efforts to encourage reuse, recycling, and mitigate landfill waste to the best capacity fiscally available.

4.1.2 Purchase office supplies, toner cartridges, furniture, equipment, automotive parts, and other basic necessities that are remanufactured, refurbished, or are otherwise reusable, so long as they maintain equivalent quality to their non-renewable counterparts.

4.1.3 Purchase goods and services that are durable, reusable, refillable, and have extended longevity, when applicable.

4.1.4 Avoid the purchasing and consumption of single-use and disposable products unless no alternative is available.

4.1.5 Request the elimination of unnecessary packaging from vendors, and maintain that packaging is reused, recycled, or returned.

4.1.6 Specify preferences for packaging and materials that are reusable, recyclable, compostable, or returnable, when applicable.

4.1.7 Encourage the reuse, return, or safe disposal of electronic equipment once WRCOG finds it necessary to replace or discard them, when possible.

4.1.8 When renewing out of date materials including, but not limited to, signage, pamphlets, program equipment, business cards, and printed materials, maintain their safe disposal or recycling in efforts to reduce landfill waste.

4.1.9 When printing or copying documents, default to dual sided / duplex printing to reduce the use and purchase of paper.

4.1.10 Attempt to source paper from sustainably-harvested forests or utilize recycling paper from green manufacturers.

4.2 Energy.

4.2.1 Purchase energy-efficient equipment with the most up-to-date technological functions, which includes high efficiency space heating and cooling.

4.2.2 Replace interior lighting fixtures with energy-efficient equipment such as Light Emitting Diodes (LED) lightbulbs and motion sensor light switches.

4.2.3 Purchase U.S. EPA Energy-Star certified products when available; otherwise, use products that are within the upper 25% of efficiency standards, as required by the Federal Energy Management Program.

4.2.4 Set sleep modes on all electronics – computers, copiers, fax machines, printers, and laptops – so as to reduce the use of energy by 70% in comparison to full-power modes.

4.2.5 Maintain current and upcoming energy programs, particularly the Regional Streetlight Program and the Western Riverside Energy Partnership (WREP), to utilize the most updated technology available and affordable, so as to achieve short- and long-term energy saving goals.

4.2.6 Utilize all current energy programs and partnerships for the Agency itself, maximizing the usage of clean, renewable energy and mitigating unnecessary utilities costs.

4.3 Environment and Recycling.

4.3.1 Purchase paper and paper products that are responsibly sourced and easily recyclable.

4.3.2 Utilize minimally polluting, alternative fuel vehicles when applicable and available, and purchase future Agency vehicles to be of any variety to include, but not limited to, compressed natural gas, bio-based fuels, hybrids, electric, and fuel cells.

4.3.3 Purchase compostable, biodegradable, or recyclable plastic products in preference over other single-use and landfilling products.

4.3.4 Use products with minimal levels of volatile organic compounds, formaldehyde, and halogenated organic flame retardants in relation to the purchasing of any building materials and furniture, with preference to those with high recycled or recyclable content.

4.3.5 When working with oil and oil-related projects, maintain that all involved materials, including sponges, drain containers, kits, and canisters, among other items, are reusable.

4.3.6 Maintain community programs that pertain to recycling, environmental protection, and waste reduction to utilize updated ecological technology and reusable / recyclable materials.

4.3.7 Utilize janitorial supplies or request cleaning services to use Green Seal and EcoLogo™ certification standards to mitigate hazardous cleaning waste.

5.0 RESPONSIBILITIES

5.1 General.

5.1.1 The health and safety of workers and citizens is of utmost importance and takes precedence over all other practices. Nevertheless, WRCOG recognizes its duty to act in a fiscally responsible, as well as a timely, manner.

5.1.2 Nothing contained in this Policy shall be construed as requiring a department, purchases, or contractor to procure products that do not perform adequately for their intended use, exclude adequate competition, risk the health or safety of workers and citizens, or are not readily available at a reasonable price in a reasonable period of time.

5.1.3 Nothing contained in this Policy shall be construed as requiring WRCOG, department, purchaser, or contractor to take any action that conflicts with local, state or federal requirements.

5.1.4 WRCOG has made significant investments in developing a successful recycling system and recognizes that recycled content products are essential to continuing viability of that recycling system and for the foundation of an environmentally sound production system. Therefore, to the greatest extent practicable, recycled content shall be included in products that also meet other specifications, such as chlorine free or bio-based.

5.1.5 Utilize Measure D Funds, Waste Import Mitigation Funds, or Recycled Product Procurement Funds, to support and implement the Policy to the extent allowable and eligible.

5.2 Implementation.

5.2.1 The Executive Director shall implement this policy in coordination with other appropriate WRCOG staff.

5.2.2 Require successful bidders to certify in writing that the environmental attributes claimed in competitive bids are accurate. In compliance with State law, vendors shall be required to specify the minimum or actual percentage of recovered and post-consumer materials in their products, even when such percentages are zero.

5.2.3 Upon request, buyers making the selection from competitive bids shall be able to provide justification for product choices that do not meet the environmentally preferable purchasing criteria in this Policy.

5.2.4 Encourage vendors, contractors, and grantees to comply with applicable sections of this Policy for products and services provided to WRCOG.

5.3 Program Evaluation.

5.3.1 The Energy and Environmental Department shall periodically evaluate the success of this Policy's implementation and report to the Executive Director of WRCOG.

6.0 DEFINITIONS

6.1 Defining Environmentally Preferable Products.

When determining whether a product is environmentally preferable, the following standards should be considered:

i. Bio-based
ii. Biodegradable
iii. Carcinogen-free
iv. Bio accumulative toxic (PBT)-free
v. Chlorofluorocarbon (CFC)-free
vi. Heavy metal (lead, mercury, cadmium) free
vii. Low volatile organic compound (VOC) content
viii. Made from renewable materials
ix. Compostable
x. Low toxicity
xi. Recycled content
xii. Reusable
xiii. Reduced packaging
xiv. Refurbished
xv. Reduced greenhouse gas emission
xvi. Energy, resource, and water efficient

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Item 6.D

Western Riverside Council of Governments
Executive Committee

Staff Report

Subject: **Western Riverside Energy Partnership Activities Update**

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

Date: **February 4, 2019**

The purpose of this item is to *provide information on the development of a Regional Energy Network (REN); results from the 2018 LED Holiday Light Exchange and Energy Efficiency Kit-Giveaway; and an update on the 2019 SoCal Gas Partnership Contract*

Requested Action:

1. Authorize the Executive Director to execute a Third Contract Amendment with the Southern California Gas Company to jointly deliver the 2013-2014 Western Riverside Energy Efficiency Partnership Program, including the continuation of the Western Riverside Energy Partnership, through year 2019, substantially as to form.

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

Evolution of Local Government Partnerships & Development of Regional Energy Network

Local Government Partnerships Background: Local Government Partnerships (LGPs) were approved by the California Public Utilities Commission (CPUC) in 2009 and allow Investor Owned Utilities (IOUs) to work with local governments on the implementation of LGPs. Through this model, LGPs were developed to focus on three objectives: 1) retrofitting local government buildings; 2) promoting utility core programs; and 3) supporting qualified energy efficiency activities included in the Energy Efficiency Strategic Plan.

WREP is an LGP formed in 2010 and is administered by WRCOG to achieve these three objectives. WREP works closely with WRCOG's member agencies, SCE, and SoCal Gas to provide project support and community outreach through a number of energy efficiency initiatives. There are currently more than 40 LGPs in the state which are facing three immediate challenges that could affect the continuity of their status and ongoing support of energy efficiency projects / outreach they provide to their members. These challenges include:

1. Decreases in funding: IOUs are decreasing the funding that LGPs will be receiving; this will start to take effect in January 2019. For LGPs performing work in the territories of Pacific Gas & Electric (PG&E), SoCal Gas, and SCE, there has been an average decrease in funding of 31%.

2. IOUs bidding out Energy Efficiency Programs: IOUs will be exporting approximately 60% of their Energy Efficiency Portfolio / Programs and will bid them out to third party providers to take over the role that LGPs currently have as partners with the IOUs. The reason for this export of programs is that IOUs believe that

there are other resources to make its energy efficiency programs more effective. In doing so, the IOUs are looking at distributing a Request for Proposal (RFP) to identify a potential contractor that can better assist with meeting their goals. The RFP is expected to be released in February 2019 and a selected contractor will begin conducting work in 2020.

3. Eliminating Strategic Planning: IOUs will stop offering Strategic Plan funding as of January 2019. The reasoning behind this approach is that that is no quantifiable way to calculate or identify the effectiveness of energy efficiency with these programs. Programs that have been funded in the past through this source include Benchmarking services and Online Permitting Systems.

Regional Energy Network (REN) might be the next evolution: A potential solution WRCOG has been examining to address these challenges is to work with San Bernardino Council of Governments (SBCOG) and Coachella Valley Association of Governments (CVAG) (which implement its own individual LGPs) to develop and implement a Regional Energy Network. The result would be that the REN would cover both Riverside and San Bernardino Counties.

The following provides a brief overview of RENs in California.

What is the difference between a REN and a LGP? RENs differ from LGPs from the fact that the CPUC sought for the RENs to address the following three operational areas:

1. Undertake programs that the IOUs cannot or do not intend to do.
2. Target hard to reach areas.
3. Design programs that have the potential to be scaled to larger geographic areas.

In addition to these focus areas, the CPUC also directed RENs to address the areas of Workforce Education & Training (WE&T), Technology development, and Water – Energy Nexus.

Where are there RENs and what do they accomplish? To date, there are three active RENs which includes SoCal REN (administered by the County of Los Angeles), BAYREN (administered by the Association of Bay Area Governments (ABAG)), and 3CREN (administered by Santa Barbara, San Luis Obispo, and Ventura Counties). These three REN implementers work cohesively with their respective IOUs and administer the following programs for their regions:

1. Residential & Commercial Energy Efficiency Installation Programs
2. Workshops & Trainings
3. Financing Mechanisms for Energy Efficiency Projects
4. Working with 3rd party providers for either municipal / business energy efficiency support

Why do RENs exist? The goal of each REN is to implement and administer energy efficiency programs the current IOUs cannot or do not have the available resources to implement within each service territory. As directed by the CPUC, RENs look to fill the gap that IOUs cannot reach. For RENs, the term “filling the gap” means areas that are hard to reach or low-income communities.

What are the benefits of a REN? RENs focus on opportunities to grow and educate in the field of energy efficiency by providing programs that benefit communities considered to be low income or that do not have a high penetration rate by IOU providers. Furthermore, RENs have more access to funding to implement regional programs offered to various members involved within RENs than what current LGPs have within their funding cycle.

What does the funding look like for the existing RENs? The table below compares the 2019 WREP budget to the total amount of funding that each REN will be looking to utilize for 2019. More specifically, the flow of money is different between a REN and an LPG. In an LPG, the IOUs approved the budget and reimburse. In a REN, the money is sent directly from the CPUC in advance.

2019 Energy Program Funding	
Program	**Funding Allocation**
SoCal REN	$ 21,800,800
BAYREN	$ 24,702,000
3C REN	$ 5,964,400
WREP	$ 216,000

On November 14, 2018, the Administration & Finance Committee recommended that the Executive Committee authorize the Executive Director to develop a joint cooperative agreement among CVAG, SBCOG, and WRCOG to move forward with the coordination and development of a REN between all three entities and to release a Request for Proposals for feasibility and implementation of a REN that would be used to identify a consultant to assist all three COGs for the development of a Business Plan and Implementation Plan.

On December 3, 2018, the Executive Committee, authorized staff to continue working with both CVAG and SBCOG to develop a joint cooperative agreement and release a Request for Proposal to identify a consultant to assist all three entities with development / implementation of a REN of a not to exceed amount of $150,000 ($50,000 per COG). Staff is finalizing the RFP and anticipates it will be released in early 2019.

<u>2018 LED Holiday Light Exchange and Energy Efficiency Kit Giveaway</u>

This past 2018 holiday season, the WREP hosted its 5th Annual LED Holiday LED Light Exchange and Energy Efficiency Kit Giveaway. Residents within Western Riverside County were provided with the opportunity to swap out their old, incandescent holiday Christmas lights for new, LED efficient lights. Additionally, residents also received an Energy efficiency kit provided on behalf of SoCal Gas that contained a low flow showerhead and three faucet aerators.

The Cities of Calimesa, Canyon Lake, Eastvale, Perris, and Temecula all participated in the Program. Over 500 holiday lights were provided to more than 200 residential homes in Western Riverside County. WREP also provided over 60 energy efficiency kits to interested residents as well.

WRCOG staff pictured above at Cities of Calimesa (Left) and Canyon Lake (right) events

The Program originated in 2014 and allows residents within SCE territory to exchange their old incandescent holiday lights for new, energy efficient LEDs. SoCal Gas joined the Program in 2016 to promote their energy efficiency kits to their customers. To date, staff has attended 25 holiday community events, exchanged over 2,800 holiday lights, and provided 200 energy efficiency starter kits. This equates to benefits provided to over 1,400 households within Western Riverside County.

<u>SoCal Gas 3rd Amendment to the Western Riverside Energy Partnership</u>

In 2013, WRCOG entered into an agreement with SoCal Gas to partner with both SCE and WRCOG to be the lead agencies in the WREP Program. Through this agreement, SoCal Gas joined the Partnership and provided a budget to provide programmatic services to enrolled members to assist with energy efficiency projects, strategic planning, and educating the community on sustainability / utility customer programs.

This 3rd Amendment (Attachment 1) establishes the budget for the 2019 calendar year and will be used to assist the members enrolled in the Program with their goals for energy efficiency. The allocated budget for 2019 is a not to exceed amount of $108,400 *($117,700 total with incentives included)*. This budget will be used to assist WREP members with project identification / project support, community outreach, and other gas-related initiatives such as facility analyses.

Prior Actions:

January 17, 2019: The Technical Advisory Committee recommended that the Executive Committee authorize the Executive Director to execute the Third Contract Amendment with Southern California Gas Company to jointly deliver the 2013-2014 Western Riverside Energy Efficiency Partnership Program, including the continuation of the Western Riverside Energy Partnership, through year 2019, substantially as to form.

December 3, 2018: The Executive Committee directed the Executive Director to execute the Ninth Contract Amendment with Southern California Edison to jointly deliver the 2010-2012 Energy Leader Partnership Program, including the continuation of the Western Riverside Energy Leader Partnership, through year 2019, substantially as to form.

November 14, 2018: The Administration & Finance Committee recommended that the Executive Committee 1) authorize the Executive Director to develop a joint cooperation agreement between CVAG, SBCOG, and WRCOG; and 2) direct the Executive Director to release a Request for Proposals for feasibility & implementation of a Regional Energy Network.

Fiscal Impact:

Activities for the WREP Partnership are included in the Agency's adopted Fiscal Year 2018/2019 Budget in the Energy Department.

Attachment:

1. SoCal Gas 3rd Amendment to WREP Partnership.

Item 6.D

Western Riverside Energy Partnership Activities Update

Attachment 1

SoCal Gas 3rd Amendment to WREP Partnership

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THIRD AMENDMENT

THIS THIRD AMENDMENT ("THIRD AMENDMENT") TO THE AGREEMENT TO DELIVER THE 2013-2014 WESTERN RIVERSIDE ENERGY EFFICIENCY PARTNERSHIP PROGRAM dated January 1, 2013, as such has been amended from time to time (the "Agreement") is effective as of January 1, 2019 (the "Third Amendment Effective Date") by and between SOUTHERN CALIFORNIA GAS COMPANY ("SCG") AND WESTERN RIVERSIDE COUNCIL OF GOVERNMENTS. Terms not otherwise defined herein shall have the meaning ascribed to them in the Agreement. SCG may be referred to individually herein as the "Utility" or collectively as the "Utilities". The Utilities and Western Riverside Council of Governments may be referred to herein individually as a "Party" or collectively as the "Parties."

RECITALS

WHEREAS, the Parties entered into that certain Agreement to Jointly Deliver the 2013-2014 Western Riverside Energy Efficiency Partnership Program effective as of January 1, 2013 as amended by that certain First Amendment effective as of January 1, 2013 and that certain Second Amendment effective as of January 1, 2016.

WHEREAS, on October 28, 2015 the California Public Utilities Commission ("Commission") issued Decision D.15-10-028 approving the continuation of the Energy Efficiency Partnership Programs including continuation of the Program for 2016 and beyond; and

WHEREAS, the Parties desire to further amend the Agreement as necessary to provide an authorized budget for the 2019 Program and to update the Agreement as required to reflect the extended 2019 Program cycle under the terms and conditions set forth in the Agreement, except as otherwise provided in this Third Amendment.

NOW THEREFORE, for valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. To the extent applicable, any reference in the Agreement, as amended, to the "2013-2014 Program" shall also hereby include the 2019 Program.

2. Section 11 of the Agreement is hereby deleted in its entirety and replaced with the following:

11. END DATE FOR PROGRAM AND ADMINISTRATIVE ACTIVITIES

Unless this Agreement is terminated pursuant to Section 25 below, or unless otherwise agreed to by the Parties or so ordered by the Commission, the Parties shall complete all Program Administrative activities (as defined in the PIP) and all reporting requirements by no later than March 31, 2020, and all Direct Implementation and Marketing & Outreach activities by no later than December 31, 2019.

3. Section 12 of the Agreement is hereby deleted in its entirety and replaced with the following:

12. FINAL INVOICES

The City must submit final invoices to the Utility no later than March 31, 2019.

4. Section 25.1 of the Agreement is hereby deleted in its entirety and replaced with the following:

25.1 Term. This Agreement shall be effective as of the Effective Date. Subject to Section 37, the Agreement shall continue in effect until March 31, 2020 unless otherwise terminated in accordance with the provisions of Section 25.2 or 30 below.

5. Section 26 of the Agreement is hereby deleted in its entirety and replaced with the following:

26. WRITTEN NOTICES

Any written notice, demand or request required or authorized in connection with this Agreement, shall be deemed properly given if delivered in person, nationally recognized overnight courier, or first class mail, postage prepaid, to the address specified below, or to another address specified in writing by a Party as follows:

WRCOG:	SCG:
Western Riverside Council of Governments	Southern California Gas Company
Tyler Masters, Staff Analyst	Ana Aceves, Program Manager
3390 University Avenue, Suite 450	555 W. 5th Street, ML GT20B4
Riverside, CA 92501 - 3315	Los Angeles, CA 90013

Notices shall be deemed received (a) if personally or hand-delivered, upon the date of delivery to the address of the person to receive such notice if delivered before 5:00 p.m. PST (or PDT, as applicable), or otherwise on the Business Day following personal delivery; (b) if mailed, three (3) Business Days after the date the notice is postmarked; or (c) if by overnight courier, on the Business Day following delivery to the overnight courier within the time limits set by that courier for next-day delivery.

6. Exhibit B (Southern California Gas Company GOALS & WESTERN RIVERSIDE ENERGY EFFICIENCY PARTNERSHIP BUDGET) of the Agreement is hereby deleted in its entirety and replaced with the version of Exhibit B (Southern California Gas Company 2019 GOALS & PARTNER BUDGET FOR Western Riverside Energy Partnership) attached to this Third Amendment, which attached version is incorporated herein by reference and made a part of the Agreement.

7. This Third Amendment may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall be deemed to be one and the same instrument.
8. From and after the Third Amendment Effective Date, any reference to the Agreement contained in any notice, request, certificate or other instrument, document or agreement shall be deemed to mean the Agreement, as amended by any prior amendments to the Agreement, and this Third Amendment. In the event of any conflict between the Agreement, as amended, and this Third Amendment, this Third Amendment shall prevail. All remaining provisions of the Agreement shall remain unchanged and in full force and effect. Each party is fully responsible for ensuring that the person signing this Third Amendment on that party's behalf has the requisite legal authority to do so.

[SIGNATURES FOLLOW ON NEXT PAGE]

IN WITNESS WHEREOF, the Parties hereto have caused this Third Amendment to be executed by their duly authorized representatives as of the Third Amendment Effective Date.

WRCOG:

WESTERN RIVERSIDE COUNCIL OF GOVERNMENTS:

By: ______________________________

Name: Rick Bishop

Title: Executive Director

Date: ______________

SOCALGAS:

SOUTHERN CALIFORNIA GAS COMPANY

By: ______________________________

Name: Sharon Tomkins

Title: Vice President, Customer Solutions and Strategy

Date: ______________

EXHIBIT B

WRCOG and SOUTHERN CALIFORNIA GAS COMPANY PARTNERSHIP
2019 PROGRAM BUDGET and ENERGY SAVINGS GOALS

Total Authorized 2019 Budget		
Budget Category	**2013-2018**	**2019**
Administrative	$75,000	$10,000
Marketing	$78,000	$10,400
Direct Implementation	$660,000	$88,000
Incentive[1]	$37,200	$9,300
TOTAL	**$850,200**	**$117,700**

2019 Energy Savings Goals (Gross Therms)	
2013 – 2018	37,200 Therms
2019	6,200 Therms
TOTAL	43,400 Therms

[1] Incentive is part of SCG Core Program's Incentive Budget. The incentive level is $1.50 per therm for calculated measures or 80% of the equipment costs, whichever is the lesser of the two. Incentives for deemed measures are in accordance with the incentive levels for the applicable SCG Core Programs.

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Item 6.E

Western Riverside Council of Governments
Executive Committee

Staff Report

Subject: **TUMF Program Activities Update**

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

Date: **February 4, 2019**

The purpose of this item is to *provide an update on TUMF revenue and the TUMF collection policy revision approved in fall 2018.*

Requested Action:

1. Receive and file.

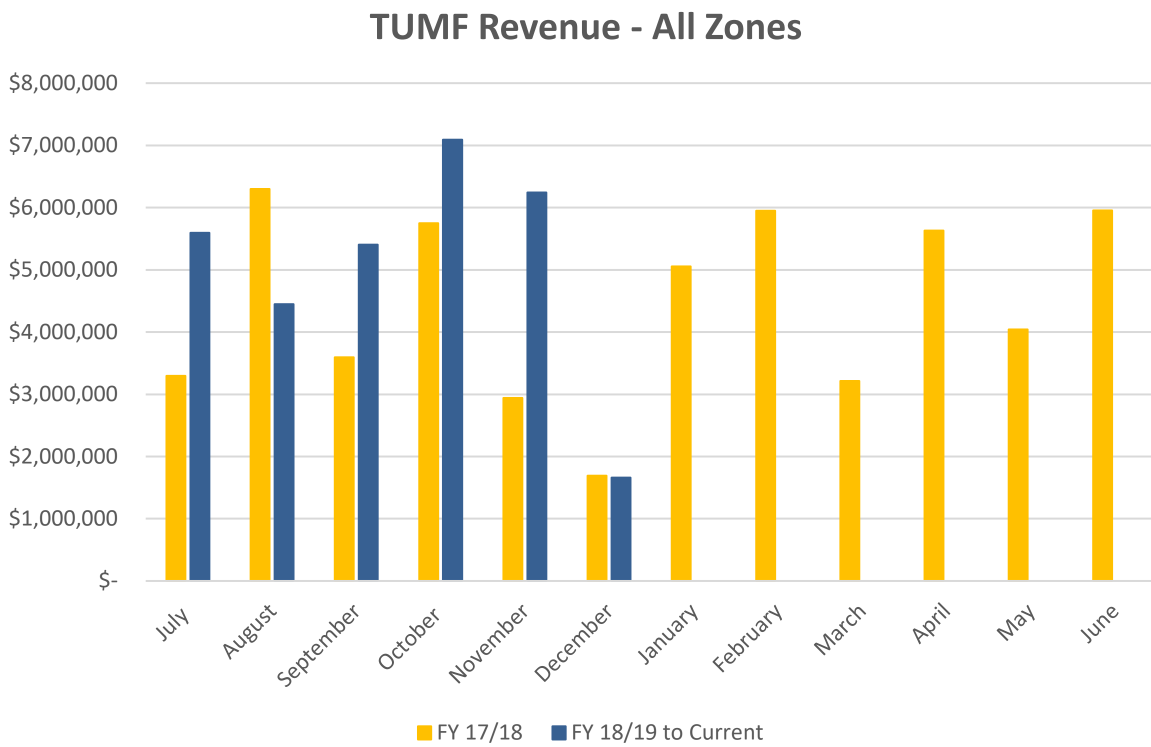
WRCOG's Transportation Uniform Mitigation Fee (TUMF) Program is a regional fee program designed to provide transportation and transit infrastructure that mitigates the impact of new growth in Western Riverside County. Each of WRCOG's member jurisdictions and the March JPA participates in the Program through an adopted ordinance, collects fees from new development, and remits the fees to WRCOG. WRCOG, as administrator of the TUMF Program, allocates TUMF to the Riverside County Transportation Commission (RCTC), groupings of jurisdictions – referred to as TUMF Zones – based on the amounts of fees collected in these groups, the Western Riverside County Regional Conservation Authority (RCA) and the Riverside Transit Agency (RTA).

TUMF Zone Revenue

For the half-year of TUMF collections for Fiscal Year (FY) 2018/2019, total revenue has been approximately $30M. Except for the months of August and December 2018, collections each month of FY 2018/2019 have been higher than the corresponding month in FY 2017/2018, as shown in the graph below, and collections during this period are approximately $7M higher than collections during the first five months of FY 2017/2018. Six agencies have collected more money in the first six months of FY 2018/2019 than in the entirety of FY 2017/2018.

The Northwest and Central Zones have collected approximately 70% of the total revenue during FY 2018/2019 to date. By land use, single-family residential collections have been the most significant, followed by industrial collections.

Each TUMF dollar collected is split between the Zone from which it was collected; RCTC, RTA, and RCA. As outlined in the TUMF Nexus Study, 45.7% of each TUMF dollar collected is returned directly to the Zone from which it was generated. It is important to note that the total collections discussed above and shown in the graph below reflect total collections prior to the TUMF zone dollar split.



<u>TUMF Calculation and Collection Policy Revision</u>

In October 2018, the Executive Committee approved an update to the TUMF calculation and collection process to allow an option for member agencies to shift the responsibility for TUMF calculation and collection to WRCOG. The option to delegate TUMF calculation and collection to WRCOG will only become effective for a member agency with action by the elected body of the agency to approve the TUMF Ordinance Amendment. Fifteen-member agencies, representing approximately 70% of all TUMF collections, have indicated to WRCOG their intention to shift responsibility for fee calculation and collection to WRCOG and have presented or are planning to present the amended TUMF Ordinance for approval. The Cities of Lake Elsinore and Perris and the County of Riverside have indicated that they will not be opting-in to the process at this time. Member agencies that have not officially communicated their preference to WRCOG are encouraged to do so as soon as possible. For the agencies that have not provided a formal response, the current TUMF collection process will be maintained. The following table provides an update for each TUMF Program participating agency:

Agency	Opt Out / In	1st Ordinance Reading	Estimated Effective Date
County of Riverside	Out	N/A	N/A
Northwest Zone			
Corona	In	12/10/2018	3/1/2019
Eastvale	In	11/14/2018	2/1/2019
Jurupa Valley	In	Early 2019	Spring / Summer 2019
March JPA	In	Early 2019	Spring / Summer 2019
Norco	In	12/19/2018	3/1/2019
Riverside	In	Early 2019	Spring / Summer 2019
Southwest Zone			
Canyon Lake	*No official correspondence*		
Lake Elsinore	Out	N/A	N/A

Agency	Opt Out / In	1st Ordinance Reading	Estimated Effective Date
Murrieta	In	12/18/2018	3/1/2019
Temecula	In	1/8/2019	4/1/2019
Wildomar	In	Early 2019	Spring / Summer 2019
Central Zone			
Menifee	In	Early 2019	Spring / Summer 2019
Moreno Valley	In	Early 2019	Spring / Summer 2019
Perris	Out	N/A	N/A
Pass Zone			
Banning	In	Early 2019	Spring / Summer 2019
Beaumont	*No official correspondence*		
Calimesa	In	1/22/2019	Spring / Summer 2019
Hemet / San Jacinto Zone			
Hemet	In	Early 2019	Spring / Summer 2019
San Jacinto	In	Early 2019	Spring / Summer 2019

For member agencies that have delegated fee calculation and collection to WRCOG, and have approved the TUMF Ordinance Amendment, the fee assessments will be provided electronically, and collection will occur remotely via wire transfer or in-person by check at the WRCOG offices. Once payment has been completed, WRCOG staff will forward a receipt of payment to the appropriate member agency staff and the developer.

Annual reporting requirements for member agencies that delegate fee calculation and collection responsibility to WRCOG will be significantly reduced and will only entail submitting a list of building permits issued for the year to ensure that calculation worksheets have been submitted for each project. There will be no fiscal component to the annual review. Additionally, the refund process will be simplified for these agencies, as WRCOG will be able to issue refunds directly to developers, if needed. Developers will also be able to bring fee disputes directly to WRCOG, reducing member agency staff time.

<u>TUMF Calculation and Collection Process Next Steps</u>

WRCOG staff are meeting with staff from each member agency that has elected to have WRCOG take responsibility for TUMF fee calculation and collection prior to taking this responsibility to explain in further detail the new process and address any questions member agency staff may have. Staff are also available to attend City Council meetings or answer questions as the member agency approves the amended TUMF Ordinance. WRCOG calculation and collection of TUMF for these member agencies will commence on the first of the month after TUMF Ordinance Amendment becomes effective. These member agencies are required to continue with the current TUMF reporting processes until this effective date.

For member agencies that have elected to maintain the status quo, WRCOG staff will be reaching out with a refresher on the requirements of the TUMF remittance reporting process. In particular, WRCOG staff will be requesting building permits, or other similar documentation, for all non-residential permits and requiring that all projects are reported, even for projects that are exempt or receive credit and do not pay any TUMF. Staff are available to meet with member agency staff to answer questions and ensure that member agency staff understand all requirements.

<u>Transportation Implementation Program (TIP) Updates</u>

WRCOG regularly convenes Zone Committee meetings to develop TIPs, which allocate funding to specific projects in the subregion based on projected revenue for each Zone. Projected revenue is calculated for each

TIP based on the average collections from the Zone for the past three fiscal years and adjusted to account for the TUMF dollar split described above. Once a project is on the TIP, funding is provided to member agencies on a reimbursement basis as the project progresses.

The Northwest Zone 2019 TIP was recently approved, and staff will be reaching out to member agency staff to ensure that agreements are in place to allow for reimbursement of funds allocated on the TIP. The Central and Pass Zone TIPs have been approved by staff within each respective zone and need to be approved by the elected officials from these Zones prior to going to WRCOG's Executive Committee for approval. Staff is in the process of convening the elected officials from the Central and Pass Zones to review their respective TIPs. Staff is working with member agency staff from the Hemet / San Jacinto and Southwest Zones to identify project funding requests.

WRCOG has made approximately $21M in reimbursement payments to member agencies during the first six months of FY 2018/2019. Staff encourages member agencies to submit reimbursement requests as projects progress, generally in increments of no less than approximately $10,000.

Prior Actions:

January 24, 2019: The Finance Directors Committee received and filed.

January 17, 2019: The Technical Advisory Committee received and filed.

January 7, 2019: The Executive Committee approved the proposed revisions to the TUMF Administrative Plan.

Fiscal Impact:

Transportation Department activities are included in the Agency's adopted Fiscal Year 2018/2019 Budget under the Transportation Department.

Attachment:

None.

Western Riverside Council of Governments
Executive Committee

Staff Report

Subject: **Finance Department Activities Update**

Contact: **Andrew Ruiz, Interim Chief Financial Officer, aruiz@wrcog.us, (951) 405-6741**

Date: **February 4, 2019**

The purpose of this item is to *provide an update on the Fiscal Year (FY) 2017/2018 Agency Audit, Annual TUMF review, and the Agency Financial Report summary through November 2018.*

Requested Action:

1. Receive and File.

FY 2017/2018 Agency Audit

FY 2017/2018 ended on June 30, 2018. WRCOG's annual Agency Interim Audit was completed on May 31, 2018. WRCOG utilizes the services of the audit firm Rogers, Anderson, Malody, and Scott (RAMS) to conduct its financial audit. The first visit is known as the "interim" audit, which involves preliminary audit work that is conducted prior to fiscal year end. The interim audit tasks are conducted in order to compress the period needed to complete the final audit after fiscal year end. In late September, RAMS returned to finish its second round, which is known as "fieldwork."

The final Comprehensive Annual Financial Report (CAFR) was issued the week of November 26, 2018. Staff has transmitted the CAFR to the Finance Directors Committee members to solicit comments and was presented to the Finance Directors Committee on January 24, 2019. The Report will be presented to the Administration & Finance and Technical Advisory Committees in February 2019, with the Executive Committee expected to receive the Report no later than at its March 2019 meeting.

Annual TUMF Review of Participating Agencies

Each year, WRCOG meets with participating members to review TUMF Program fee collections and disbursements to ensure compliance with Program requirements. The FY 2017/2018 reviews began in November; final reports will be issued to the respective jurisdictions and agencies by February 2019.

Financial Report Summary through November 2018

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

Prior Actions:

January 24, 2019: The Finance Directors Committee received and filed.

January 17, 2019: The Technical Advisory Committee received and filed.

January 9, 2019:   The Administration & Finance Committee received and filed.

Fiscal Impact:

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

Attachment:

1. Financial Report summary – November 2018.

Item 6.F
Finance Department Activities Update

Attachment 1
Financial Report summary – November 2018

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Western Riverside Council of Governments
Monthly Budget to Actuals
For the Month Ending November 30, 2018

Total Agency			
Revenues	**Approved Budget 6/30/2019**	**Thru Actual 11/30/2018**	**Remaining Budget 6/30/2019**
Member Dues	311,410	311,410	-
PACE Residential Revenue	560,000	144,709	415,291
WRELP Phase 2 Revenue	86,750	715	86,035
Statewide HERO Revenue	2,400,000	477,125	1,922,875
Gas Co. Prtnrshp Revenue	86,676	10,065	76,611
PACE Commercial Revenue	25,000	24,075	925
WRCOG HERO-Recording Revenue	122,500	66,852	55,648
PACE Commercial Recording Revenue	2,500	445	2,055
Statewide Recording Revenue	600,000	308,190	291,810
Regional Streetlights Revenue	300,000	261,500	38,500
Solid Waste	107,313	107,313	-
NW Clean Cities - Air Quality	132,500	132,500	-
LTF Revenue	675,000	775,500	(100,500)
Commerical/Service	110,645	25,166	85,479
Retail	130,094	54,062	76,032
Industrial	272,663	206,450	66,213
Residential/Multi/Single	1,144,551	516,143	628,408
Multi-Family	142,045	60,835	81,210
PACE SB2 Recording Revenue	-	268,385	(268,385)
Interest Revenue - Other	-	34,199	(34,199)
HERO - Other Revenue	-	18,062	(18,062)
Commercial/Service - Non-Admin Portion	2,655,491	629,150	2,026,341
Retail - Non-Admin Portion	3,122,265	1,351,550	1,770,715
Industrial - Non-Admin Portion	6,543,923	5,161,250	1,382,673
Residential/Multi/Single - Non-Admin Portion	27,469,233	12,903,575	14,565,658
Multi-Family - Non-Admin Portion	3,409,088	1,520,875	1,888,213
FY 17/18 Carryover Funds Transfer in	945,845	945,845	-
Carryover Funds Transfer in	4,268,757	4,268,757	-
Overhead Transfer in	2,084,260	868,441	1,215,819
Total Revenues and Carryover Funds	**58,937,742**	**31,465,644**	**27,481,911**

Expenditures	**Approved**	**Actual**	**Remaining**
Wages and Benefits	**6/30/2019**	**11/30/2018**	**Budget**
Salaries & Wages	2,987,699	1,038,763	1,948,936
Fringe Benefits	929,898	359,062	570,836
Overhead Allocation	2,084,260	868,441	1,215,819
Total Wages, Benefits and Overhead	**6,001,857**	**2,266,266**	**3,735,591**
General Legal Services	615,000	266,722	348,278
PERS Unfunded Liability	198,823	152,327	46,496
Audit Svcs - Professional Fees	27,500	24,380	3,120
Bank Fees	19,000	14,709	4,291
Commissioners Per Diem	62,500	29,700	32,800

Office Lease	400,000	133,926	266,074
WRCOG Auto Fuels Expenses	1,250	395	855
WRCOG Auto Maintenance Expense	84	84	-
Parking Validations	27,550	5,137	22,413
Staff Recognition	800	34	766
Coffee and Supplies	3,000	202	2,798
Event Support	129,926	109,165	20,761
Program/Office Supplies	24,150	8,690	15,460
Computer Equipment/Supplies	8,000	51	7,949
Computer Software	30,000	450	29,550
Rent/Lease Equipment	30,000	6,748	23,252
Membership Dues	33,000	18,167	14,833
Meeting Support Services	9,681	1,072	8,609
Postage	6,015	2,233	3,782
Other Household Exp	750	218	532
COG HERO Share Expenses	15,000	1,672	13,328
Storage	16,000	2,395	13,605
Printing Services	4,607	1,670	2,937
Computer Hardware	14,100	1,636	12,464
Communications - Regular Phone	15,000	7,143	7,857
Communications - Cellular Phones	21,000	3,920	17,080
Communications - Computer Services	57,500	15,635	41,865
Communications - Web Site	8,000	6,742	1,258
Equipment Maintenance - General	10,000	4,450	5,550
Equipment Maintenance - Comp/Software	21,000	17,776	3,224
Insurance - Gen/Busi Liab/Auto	79,850	101,062	(21,212)
PACE Residential Recording	727,500	144,431	583,069
Seminars/Conferences	13,150	1,224	11,926
General Assembly Expenses	300,000	20,854	279,146
Travel - Mileage Reimbursement	23,600	5,068	18,532
Travel - Ground Transportation	4,800	560	4,240
Travel - Airfare	11,500	1,098	10,402
Lodging	8,750	1,337	7,413
Meals	8,150	808	7,342
Other Incidentals	9,950	4,133	5,817
Training	9,250	149	9,101
Supplies/Materials	34,168	3,541	30,627
Advertisement Radio & TV Ads	49,500	13,870	35,630
Consulting Labor	3,102,373	869,656	2,232,717
TUMF Project Reimbursement	38,000,000	18,516,934	19,483,066
BEYOND Program REIMB	2,799,015	235,608	2,563,407
Computer Equipment/Software	3,500	1,880	1,620
Misc Equipment Purchased	3,000	2,735	265
Total General Operations	**47,676,204**	**20,762,397**	**26,941,448**
Total Expenditures and Overhead	**53,678,061**	**23,028,663**	**30,677,039**

Western Riverside Council of Governments
Executive Committee

Staff Report

Subject: **WRCOG Committees and Agency Activities Update**

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

Date: **February 4, 2019**

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

Requested Action:

1. Receive and file.

Attached are summary of actions and activities from recent WRCOG standing Committee meetings that have taken place for meetings which have occurred during the month of January.

Prior Actions:

January 17, 2019: The Technical Advisory Committee received and filed.

January 7, 2019: The Executive Committee received and filed.

Fiscal Impact:

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

Attachments:

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

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Item 6.G

WRCOG Committees and Agency Activities Update

Attachment 1

WRCOG January Committees Activities Matrix (Action items only)

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WRCOG Committees Activities Matrix (Action Items Only)	Executive Committee	Administration & Finance Committee	Technical Advisory Committee	Planning Directors Committee	Public Works Committee	Finance Directors Committee	Solid Waste Committee
Date of Meeting:	**1/7/19**	**1/9/19**	**1/17/19**	**Did not meet**	**Did not meet**	**1/24/19**	**Did not meet**
Current Programs / Initiatives:							
Regional Streetlights Program	Received and filed.	n/a	Received and filed.			n/a	
Property Assessed Clean Energy (PACE) Programs	Approved the proposed administrative changes to the WRCOG Energy Efficiency and Water Conservation Program Administrative Guidelines and Program Report.	1) Considered the recommendation from the PACE Ad Hoc Committee recommending that the Executive Committee authorize the Executive Director to enter into contract negotiations and execute any necessary documents to include Lord Capital under WRCOG's Commercial PACE umbrella; 2) Recommended that Executive Committee authorize up to $75,000 for legislative advocacy services;	Considered the recommendation from the PACE Ad Hoc Committee recommending that the Executive Committee authorize the Executive Director to enter into contract negotiations and execute any necessary documents to include Lord Capital under WRCOG's Commercial PACE umbrella.			n/a	
Community Choice Aggregation (CCA) / Western Community Energy	Received and filed.	n/a	Received and filed.			n/a	
TUMF	Recommended that the Executive Committee approve the proposed revisions to the TUMF Administrative Plan.	n/a	Authorized the Executive Director to execute a TUMF Reimbursement Agreement with the City of Eastvale; 2) Authorized the Executive Director to execute a TUMF Reimbursement Agreement with the City of Eastvale for the Right of Way and Construction Phases of the Hamner Avenue Widening; 3) Approved the Second Amendment to the Professional Services Agreement between the Western Riverside Council of Governments and WG Zimmerman Engineering to provide TUMF Program technical support in an amount not to exceed $50,000 for this Amendment and $200,000 in total;			Received and filed.	
Fellowship	n/a	n/a	Recommended that the Executive Committee direct staff to implement the following changes to the Fellowship Program: 1) recruit Fellows from additional universities, both within and outside of the subregion; 2) expand candidate eligibility to students and recent graduates who live, work, attend school in, or are from the region and meet other minimum qualifications, 3) establish a minimum 3.0 GPA threshold for all applicants; 4) alternate Fellow placements over two years so members receive a Fellow every-other year, and 5) admit Fellows to serve in either a part-time or full-time capacity.			n/a	
New Programs / Initiatives:							
EXPERIENCE	n/a	n/a	n/a			n/a	

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Item 6.G

WRCOG Committees and Agency Activities Update

Attachment 2

Summary recaps from January Committee meetings

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Western Riverside Council of Governments
Executive Committee
Meeting Recap
January 7, 2019

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

New Representatives Welcomed

- WRCOG's Executive Committee welcomed eight new representatives from member jurisdictions including: Jeff Hewitt (County of Riverside), Karen Spiegel (County of Riverside), Mike Lara (Beaumont), Jim Hyatt (Calimesa), Micheal Goodland (Jurupa Valley), Jason Scott (Corona), Joe Tessari (Eastvale) and Matt Liesemeyer (Menifee).

2018 Year in Review

- WRCOG's Executive Director, Rick Bishop, provided an overview of the agency and highlighted a selection of 2018 accomplishments, including the Grant Writing Assistance Program's 104:1 return on investment, garnering $13 million for the subregion to date; the continuation of the WRCOG Public Service Fellowship Program, which has provided invaluable learning opportunities and a career path into the public sector for 53 Fellows to date; and the complete consolidation of the Riverside County Habitat Conservation Agency into WRCOG.

TUMF Program Activities Update

- The Executive Committee approved revisions to the TUMF Administrative Plan in the following areas:
  - Annual reviews for TUMF member agencies, clarifying the role of WRCOG in reviewing TUMF records for member agencies maintaining the responsibility of TUMF collection versus the review process for agencies which have delegated collection responsibility to WRCOG;
  - Member agency requirements to be a TUMF Program participant;
  - Clarifying language regarding TUMF miscalculation repayments for member agencies maintaining TUMF collection responsibilities;
  - TUMF exemption reporting responsibility clarifications; and
  - A requirement to include non-residential project building permits or site plans in remittance reports submitted by agencies maintaining TUMF collection responsibilities.

PACE Programs Activities Update

- In February 2018, the Executive Committee adopted WRCOG PACE Consumer Protections Policy v2.0.
- In order to achieve consistency in underwriting standards across multiple residential PACE providers, in lieu of the changes made to the Consumer Protections Policy, the Executive Committee approved administrative changes to the WRCOG Energy Efficiency and Water Conservation Program Administrative Guidelines and Program Report.

Report from the South Coast Air Quality Management District (SCAQMD)

- SCAQMD staff provided a report on a legislative proposal to authorize a potential local sales tax increase ballot measure for the South Coast Air District.
- The measure would support SCAQMD's 2016 Air Quality Management Plan (AQMP) and the significant regional air pollution reductions needed to meet federal air quality attainment deadlines and reduce the existing public health risk from air pollution; currently the region's air quality is categorized in the "extreme non-attainment" for ozone.

- SCAQMD does not have regulatory authority over mobile source emissions, which are the primary source of the ozone pollutants; the proposed tax would be used to provide an incentive for mobile source fleets to update to more fuel efficient, lower polluting vehicles.

Next Meeting

The next Executive Committee meeting is scheduled for Monday, February 4, 2019, at 2:00 p.m., at the County of Riverside Administrative Center, 1st Floor Board Chambers.

Western Riverside Council of Governments
Administration & Finance Committee
Meeting Recap
January 9, 2019

Following is a summary of major items discussed at the January 9, 2019, Administration & Finance Committee meeting. To review the full agenda and staff reports, please click here. To review the meeting PowerPoint Presentation, please click here.

Nomination for 2nd Vice-Chair made

- The Committee recommended that Councilmember Kevin Bash (Norco) serve as the Executive Committee 2nd Vice-Chair for the remainder of the fiscal year. The position became vacant when Laura Roughton was unsuccessful in her re-election attempt. The recommendation will be considered by the Executive Committee in February.

New PACE Provider Coming Soon

- The Committee is recommending that Lord Capital be brought in under WRCOG's PACE umbrella. Lord Capital has experience in a wide range of asset classes with a broad expanse of banking and capital markets expertise and operates in 11 states; WRCOG's Statewide Program would be the only Issuer Lord Capital plans to work with in California.

Appointments to Various Committees

- WRCOG is responsible for a number of appointments to outside agencies. The Committee provided recommendations for appointments to SCAG, CALCOG, the Santa Ana Watershed Project Authority One Water One Watershed Steering Committee, and the Riverside County Waste Management Local Task Force, to be considered by the Executive Committee at its February meeting.

Economic Development and Sustainability Indicators Report is Being Refined

- An initial list of over 50 sustainability indicators was established in the 2012 Economic Development and Sustainability Framework document and WRCOG has found that regular tracking and updating of this list is difficult for a variety of reasons. The list is being refined from 50 indicators to 14, as recommended by the Planning Directors Committee.
- Once finalized, this information will be summarized by staff in a brief report and distributed via WRCOG's website and other distribution channels. Staff also anticipates that this information will be presented at upcoming events and conferences to document how the region is performing with regards to these key items.

Revised Purchasing and Procurement Policy approved

- In an effort to expand Environmental Program funding opportunities, WRCOG staff has been researching grants through CalRecycle, which required updating the Policy to incorporate certain environmentally friendly purchasing policies.

Next Meeting

The next Administration & Finance Committee meeting is scheduled for Wednesday, February 13, 2019, at 12:00 p.m. in WRCOG's office, located at 3390 University Avenue, Suite 450, Riverside.

Western Riverside Council of Governments
Technical Advisory Committee
Meeting Recap
January 17, 2019

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

League Update

- AB 11 (Chiu), Community Redevelopment Law of 2019, allows a city or county, or two or more cities acting jointly, to form an Affordable Housing and Infrastructure Agency to fund projects such as infrastructure and affordable housing projects. 30% of tax increment must be deposited into low/moderate income housing fund. Some of the key elements include: Annual unspecified state commitment at the discretion of the State Controller; Schools will be made whole, no impact to Prop 98; Extensive upfront planning and costs required before a city or county can form an agency and receive project funding from the state.
- SB 5 (Beall), Local-State Sustainable Investment Incentive Program, creates a local-state partnership to reduce poverty and advance other state priorities finance, in part, by property tax increment. 20% of the overall funding for the program shall be set aside for counties with populations of less than 200,000. Some of the pros include: up to $2 billion state investment in affordable housing and infrastructure; 50% of the funds are required to be spent on affordable housing; relies on post redevelopment tools; allows wide-range of agency participation; Some of the cons include: less flexibility than redevelopment agencies; less resources available for economic development;

Riverside County Flood Control

- Riverside County Flood Control and Water Conservation District provided their bi-annual update to the TAC members on MS4 permit compliance and other mandates for addressing stormwater management in the region.
- These permits, issued pursuant to the federal Clean Water Act, are designed to protect local lakes, rivers and streams from pollution (such as sediment, oils, grease, fertilizers, animal and human waste, trash and dissolved metals) associated with urban land use.
- The District has created a Public Education Strategic Plan for Riverside County Permittees to comply with the educational requirements of the NPDES MS4 permits and to foster a community wide commitment to clean water.
- The District is working to renew all three MS4 permits that fall within the WRCOG jurisdictions to the respective Regional Boards this next calendar year.
- WRCOG staff is working closely with Flood Control on alternative approaches to cost-effectively address stormwater management in Western Riverside County.

WRCOG Public Service Fellowship Round IV Preparations

- TAC members supported a series of recommended changes to the Fellowship program, largely focused on the financial sustainability of the Program and candidate recruitment, including:
  - Expending Program eligibility to students from additional Universities,
  - Alternating Fellow placements between member agencies on a bi-annual basis, and
  - Exploring opportunities to adjust Fellow work schedules in an effort to make the Program more attractive to the most talented applicants.
- Recruitment for the next round of the Program will begin in early February.

- Host agency interest forms will be released in late February or early March—placements will be prioritized for jurisdictions which did not receive a Fellow in the current round.

Economic Development and Sustainability Indicators Report

- WRCOG's 2012 Economic Development and Sustainability Framework established a list of over 50 sustainability indicators. WRCOG has found that regular tracking and updating of this list is difficult and have thus refined the list from 50 indicators to 14.
- Included among the 14 indicators are educational attainment, household median income, and job growth. Most of this data has been aggregated to the subregion level based on city-wide, zip-code, census-tract data, and is available to the member jurisdictions.
- This information will be summarized by staff in a brief report and distributed via WRCOG's website and other distribution channels. Staff also anticipate that this information will be presented at upcoming events and conferences to document how the region is performing with regards to these key items.
- Committee members discussed the need to utilize the data from the indicators update to assist the subregion's economic development activities and directed staff to form an Ad Hoc Committee to address this issue—staff will return to the Committee with additional details regarding the Ad Hoc Committee formation.

Next Meeting

The next meeting of the Technical Advisory Committee is scheduled for Thursday, February 21, 2019, at 9:30 a.m. in WRCOG's office, located at 3390 University Avenue, Suite 450, Riverside.

Western Riverside Council of Governments
Finance Directors Committee
Meeting Recap
January 24, 2019

Following is a summary of major items discussed at the last Finance Directors Committee meeting. To review the full agenda and staff reports, please click [here](). To review the meeting PowerPoint Presentation, please click [here]().

Presentation by the Riverside County Auditor-Controller

- The Riverside County Auditor-Controller spoke about his background and his role as the Riverside County Auditor-Controller.

2nd Quarter Draft Budget Amendment for Fiscal Year 2018/2019

- The single largest amendment was to the Energy Department revenues. The HERO Program has continued to experience a decline in revenues and volumes and will be reduced by $850k.
- Overall, there was a net revenue increase of $238, as there were offsetting expenditures for the reduction in HERO revenue, and also an increase in revenue from other PACE providers.

Comprehensive Annual Financial Report (CAFR) Fiscal Year 2017/2018

- WRCOG received an unmodified opinion for their FY 2017/2018 audit. 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.
- Revenues are up 41%, mainly attributable to increased TUMF collections. Expenditures are down 44%, mainly attributable to decreased TUMF project reimbursements and less projects programmed on the TIP in FY 2017/2018.
- WRCOG's ending General Fund balance is down from $12.6 to $11.3 and TUMF fund balance is up from $9.4 to $38.1.

TUMF Calculation and Collection Process Update

- TUMF has collected $30M in the first six months of the fiscal year and is up $7M from the same time last year.
- Industrial is now the second-highest contributor to TUMF collections.
- WRCOG staff are continuing to work with member agencies in the transition to take over the TUMF calculation/collection process.

The Economy and Financial Markets

- Richard Babbe from Public Financial Management spoke on the economy and the general consensus is that the economy has strengthened over the past year, unemployment is at a 49-year low, and interest rates have risen sharply with no expectation for them to go down. Trade concerns, higher interest rates, and geo-political events could impact longer-term economic growth.

Items for Future Agenda

- The Finance Directors Committee expressed an interest in hearing from the Sheriff about upcoming rates and how they will effect each jurisdiction. The Committee also discussed hearing from Cal Fire. Terry Shea, City of Canyon Lake, offered to provide a GAAP update.

Next Meeting

The next meeting of the Finance Directors Committee is scheduled for Thursday, April 25, 2019, at 1:00 p.m., at WRCOG's office located at 3390 University Avenue, Suite 450, Riverside.

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Western Riverside Council of Governments
Executive Committee

Staff Report

Subject: Regional Streetlight Program Activities Update

Contact: Daniel Soltero, Staff Analyst, dsoltero@wrcog.us, (951) 405-6738

Date: February 4, 2019

The purpose of this item is to *provide an update on the Western Riverside County streetlight acquisition and transition processes, incentives and rebates, and the City of Murrieta's acquisition and LED Sample Area.*

Requested Action:

1. Receive and file.

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

Background

At the direction of the Executive Committee, WRCOG developed a Regional Streetlight Program allowing jurisdictions (and Community Service Districts) to purchase streetlights within their boundaries that are currently owned and operated by SCE. Once the streetlights are owned by the member jurisdiction, the lamps will be retrofitted to Light Emitting Diode (LED) technology to provide more economical operations (i.e., lower maintenance costs and reduced energy use).

Murrieta Streetlight Retrofit Starts Up

In January 2019, the City of Murrieta became the first City to begin retrofitting its streetlights; the retrofit should be completed by summer. The City will have Siemens retrofit the old lamps to LED fixtures and provide continuous operations and maintenance of the streetlight systems. The City has selected low wattage residential fixtures to maximize energy efficiencies and minimize a dramatic change in lighting, and a medium wattage fixture for larger roadways that match previous lighting levels. Overall, the City's GE LED fixture selection will significantly lower energy consumption and reduce electric utility costs for street lighting.

Moreno Valley Update

In November 2018, the City of Moreno Valley acquired approximately 3,400 streetlights from SCE as the first of three acquisition phases. Due to the large number of streetlights within the City, a coordinated, phased-in approach for transitioning the streetlights from SCE to local control will occur. The City will be installing GE LED fixtures through 2019. GE was selected to provide fixtures though a regional Request for Proposal (RFP) process last year.

Program Milestones

The table below estimates the Program milestones for each jurisdiction from the period of SCE's Inventory and Inspection Process commences all the way through retrofit completion for the jurisdictions. Note that the table provides different scenario timelines based on alternating milestones of SCE's process as well as the pace of retrofit and fixture delivery.

1.23.19	SCE Transition start 1	SCE Transition closing 2		City approval + payment of invoice 3	Retrofit Start 4		Retrofit End (Siemens @ 3,000 poles/month) 5		Retrofit End (Siemens @ 1,000/Month)	
		Scenario #1 @ 5 months	Scenario #2 @ 3.5 months		Scenario #1	Scenario #2	Scenario #1	Scenario #2	Scenario #1	Scenario #2
Eastvale	6/1/18	2/26/19	1/12/19		7/26/19	6/11/19	09/04/19	07/21/19	11/24/19	10/10/19
Hemet	6/4/18	3/1/19	1/15/19		7/29/19	6/14/19	08/15/19	07/01/19	09/19/19	08/05/19
JCSD	6/4/18	3/1/19	1/15/19		7/29/19	6/14/19	08/16/19	07/02/19	09/23/19	08/09/19
Lake Elsinore	6/4/18	3/1/19	1/15/19		7/29/19	6/14/19	08/29/19	07/15/19	11/01/19	09/17/19
Menifee	Est. 1/14/19	6/13/19	4/29/19		11/10/19	9/26/19	01/12/20	11/28/19	05/17/20	04/02/20
Moreno Valley	9/1/18	1/29/19	12/15/18	+ 150 days	6/28/19	5/14/19	09/24/19	08/10/19	03/18/20	02/02/20
Murrieta	complete	complete			1/24/19		03/29/19		08/05/19	
Perris	7/17/18	3/14/19	1/28/19		8/11/19	6/27/19	09/21/19	08/07/19	12/13/19	10/29/19
San Jacinto	7/17/18	2/12/19	12/29/18		7/12/19	5/28/19	07/30/19	06/15/19	09/04/19	07/21/19
Temecula	12/10/18	5/9/19	3/25/19		10/6/19	8/22/19	12/18/19	11/03/19	05/13/20	03/29/20
Wildomar	9/4/18	4/2/19	2/16/19		8/30/19	7/16/19	09/13/19	07/30/19	10/11/19	08/27/19

Prior Actions:

January 17, 2019: The Technical Advisory Committee received and filed.

December 3, 2018: The Executive Committee received and filed.

Fiscal Impact:

Activities for the Regional Streetlight Program are included in the Agency's adopted Fiscal Year 2018/2019 Budget in the Energy Department.

Attachment:

None.

Western Riverside Council of Governments
Executive Committee

Staff Report

Subject: **PACE Programs Activities Update: General Activities Update, Approval of Administrative Changes to the WRCOG Energy Efficiency and Water Conservation Program Administrative Guidelines and Program Report, and Addition of New Providers**

Contact: **Casey Dailey, Director of Energy & Environmental Programs, cdailey@wrcog.us, (951) 405-6720**

Date: **February 4, 2019**

The purpose of this item is to *provide a general PACE Program update; request that the Executive Committee adopt new associate members into the California HERO Program; establish a deposit for additional Commercial PACE Providers; and adopt the Additional PACE Provider Ad Hoc Committee's recommendation regarding entering into negotiations with Lord Capital and Twain Financial Partners.*

Requested Actions:

1. Accept the Cities of Santa Barbara and Alameda as Associate Members of the Western Riverside Council of Governments.
2. Adopt WRCOG Resolution Number 02-19; A Resolution of the Executive Committee of the Western Riverside Council of Governments Declaring Its Intention to Modify the California HERO Program Report so as to Increase the Program Area within Which Contractual Assessments may be Offered and Setting a Public Hearing Thereon.
3. Authorize staff to implement a $15,000.00 deposit for all new Commercial PACE Providers to work within the WRCOG Program.
4. Support the Administration & Finance Committee's recommendation to direct and authorize the Executive Director to enter into contract negotiations and execute any necessary documents to include Lord Capital, LLC, under WRCOG's statewide PACE umbrella.
5. Support the Ad Hoc Committee's recommendation to direct and authorize the Executive Director to enter into contract negotiations and execute any necessary documents to include Twain Financial Partners Holding, LLC, under WRCOG's PACE umbrella.

WRCOG's PACE Programs provide financing to property owners to implement energy saving, renewable energy, water conservation, and seismic strengthening improvements to their homes and businesses. Financing is paid back through a lien placed on the property tax bill. The HERO Program was initiated in December 2011 and was expanded in 2014 (an effort called "California HERO") to allow for jurisdictions throughout the state to join WRCOG's Program and allow property owners in these jurisdictions to participate. WRCOG now offers CaliforniaFIRST, PACE Funding and Ygrene as Residential PACE Providers and Greenworks, CleanFund and Ygrene as Commercial PACE Providers.

Overall PACE Program Update

The following table provides a summary of all residential projects that have been completed under the residential WRCOG PACE Programs through January 14, 2019:

PACE Program	Date Program Launched	Projects Completed	Total Project Value	Product Type Installed
WRCOG HERO	December 2011	26,732	$562,505,811	HVAC: 32.0%; Solar: 26.1%; Windows / Doors: 18.1%; Roofing: 9.1%; Landscape: 4.4%
California HERO	December 2013	62,952	$1,450,937,143	HVAC: 29.5%; Solar: 27.3%; Windows / Doors: 17.7%; Roofing:10.3 %; Landscape: 5.2%
CaliforniaFIRST	May 2017	192	$5,736,025	Solar: 54.4%; Landscape: 15.6% Roofing: 9.8%; HVAC: 9.2%; Windows / Doors: 3.7%;
PACE Funding	November 2017	253	$6,004,784	HVAC: 31.5%; Solar: 28.2%; Windows / Doors: 24.1%; Roofing: 7.4%; Landscape: 4.5%
Total:		**89,821**	**$2,025,183,763**	

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

Estimated Economic and Environmental Impacts	
KW Hours Saved – Annually	1,101 GWh
GHG Reductions – Annually	222,221 tons
Gallons Saved – Annually	555 Million
$ Saved – Annually	$117 Million
Projected Economic Impact	$ 3.4 Billon
Projected Job Creation/Retention	20,225 Jobs

New Associate Members

On June 3, 2013, the Executive Committee, acting in accordance with Chapter 29 of the Part 3, Division 7 of the Streets and Highways Code, conducted a public hearing to consider formally establishing the Program. At the end of the public hearing, the Executive Committee adopted its Resolution Number 10-13 confirming the Program Report and establishing the Program.

The Cities of Alameda and Santa Barbara recently acted to become Associate Members of WRCOG, enabling the Executive Committee to undertake proceedings to increase the area within which voluntary contractual assessments may be offered pursuant to the Program (the “Program Area”) to include the jurisdiction of these new Associate Members.

The next step in the California HERO Program is for the Executive Committee to adopt Resolution 02-19 (Attachment 1), which accepts the Cities of Alameda and Santa Barbara as Associate Members of WRCOG for the purposes of participating in the Program and approve the execution of the Joint Powers Agreement Amendment for each City and set and set its public hearing for March 4, 2019.

At the March 4, 2019, Executive Committee meeting, staff will bring forward the revised Appendix B “Boundary Map” from the Program Report for consideration and potential approval; the Executive Committee will hold the Program’s required public hearing and, following the closing of the public hearing, will be asked to consider the adoption of a resolution approving the revised Appendix B “Boundary Map” from the Program Report.

Deposit for New Commercial PACE Providers

Due to the increased interest in the WRCOG Commercial PACE (C-PACE) Program, on behalf of C-PACE Providers, and in conjunction with the costs associated with onboarding new Providers, staff is requesting that the Executive Committee authorize the implementation of a $15,000.00 deposit for all new Providers. The monies from the deposit would be allocated to cover legal costs and staff expenditures during the vetting portion of approving and onboarding new Providers in the WRCOG PACE Program. Any remaining funds left over from the initial deposit will be returned to the Provider once they have been approved to operate within the WRCOG PACE Program.

Additional PACE Provider Ad Hoc Committee

On June 6, 2016, the Executive Committee established the Additional PACE Provider Ad Hoc Committee to review and complete the vetting process and provide recommendations on the possible inclusion of additional PACE Providers under the WRCOG PACE Program. The Ad Hoc Committee consists of representation from the Cities of Murrieta, Perris, Lake Elsinore, and Wildomar with assistance from WRCOG staff and WRCOG's Bond Counsel (Best & Krieger).

On October 11, 2018, staff conducted a site visit of Lord Capital, LLC, in New York, New York, to view its facilities and operational processes. On December 3, 2018, the PACE Ad Hoc Committee met and received a presentation from Lord Capital. The Ad Hoc Committee unanimously recommended forwarding a recommendation to the Administration & Finance Committee meeting. On January 9, 2019, the Administration & Finance Committee recommended that the Ad Hoc Committee's recommendation be forwarded to the Executive Committee, for approval.

On January 23, 2019, staff conducted a site visit of Twain Financial Partners Holding, LLC, in Saint Louis, Missouri, to view their facilities and operational processes. The Ad Hoc Committee is scheduled to meet on January 29, 2019, to discuss adding Twain Financial Partners Holding as a new C-PACE Provider. Pending a recommendation from the Ad Hoc Committee, staff is proceeding directly to the Executive Committee for approval in order to accommodate a large development project located within the subregion. Pending approval of Twain Financial Partners Holding, staff is requesting that the Executive Committee support Requested Actions numbers 4 and 5, authorizing the Executive Director to enter into contract negotiations and to execute any necessary documents to include the Financial Providers in WRCOG's PACE Program.

Prior Action:

January 9, 2019: The Administration & Finance Committee approved the recommendation from the PACE Ad Hoc Committee recommending that the Executive Committee authorize the Executive Director to enter into contract negotiations and execute any necessary documents to include Lord Capital under WRCOG's Commercial PACE umbrella.

Fiscal Impact:

The $15,000.00 deposit collected from new Commercial PACE Providers will offset staff costs incurred from the vetting process, as well as the legal costs associated with onboarding new Providers.

Attachment:

1. WRCOG Resolution Number 02-19; A Resolution of the Executive Committee of the Western Riverside Council of Governments Declaring Its Intention to Modify the California HERO Program Report so as to Increase the Program Area within Which Contractual Assessments may be Offered and Setting a Public Hearing Thereon.

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Item 7.A

PACE Programs Activities Update: General Activities Update, Approval of Administrative Changes to the WRCOG Energy Efficiency and Water Conservation Program Administrative Guidelines and Program Report, and Addition of New Providers

Attachment 1

WRCOG Resolution Number 02-19; A Resolution of the Executive Committee of the Western Riverside Council of Governments Declaring its Intention to Modify the California HERO Program Report so as to Increase the Program Area Within Which Contractual Assessments may be Offered and Setting a Public Hearing Thereon

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RESOLUTION NUMBER 02-19

A RESOLUTION OF THE EXECUTIVE COMMITTEE OF THE WESTERN RIVERSIDE COUNCIL OF GOVERNMENTS DECLARING ITS INTENTION TO MODIFY THE CALIFORNIA HERO PROGRAM REPORT SO AS TO INCREASE THE PROGRAM AREA WITHIN WHICH CONTRACTUAL ASSESSMENTS MAY BE OFFERED AND SETTING A PUBLIC HEARING THEREON

WHEREAS, the Executive Committee of the Western Riverside Council of Governments (WRCOG) previously initiated proceedings pursuant to Chapter 29 of Part 3 of Division 7 of the California Streets and Highways Code (the "Chapter 29") to permit the provision of Property Assessed Clean Energy (PACE) services within those cities that had taken action to become Associate Members of WRCOG as of the date of the initiation of such proceedings and did, by the adoption of its Resolution Number 10-13 on June 3, 2013, (the "Resolution Confirming the Program Report"), approve a report (the "Program Report") addressing all of the matters set forth in Section 5898.22 and 5898.23 of Chapter 29 and establish and order the implementation of a voluntary contractual assessment program to be known as the "California HERO Program" (the "Program") to assist property owners within the jurisdictional boundaries of such Associate Members with the cost of installing distributed generation renewable energy sources, energy and water efficient improvements and electric vehicle charging infrastructure that are permanently fixed to their properties ("Authorized Improvements"); and

WHEREAS, in approving the Program Report, the Executive Committee also established the jurisdictional boundaries of such Associate Members as the initial territory within which voluntary contractual assessments may be offered (the "Program Area") to provide for financing of the installation of Authorized Improvements on properties within such Program Area; and

WHEREAS, subsequent to the establishment of the Program, the Executive Committee has undertaken proceedings pursuant to Chapter 29 to expand the Program Area within which contractual assessments may be offered to include the jurisdictions of certain counties and additional cities that had taken action to become Associate Members of WRCOG since the establishment of the Program; and

WHEREAS, now the legislative bodies of the Cities of Alameda and Santa Barbara have taken action to become Associate Members of WRCOG and thereby enable the Executive Committee to consider modifying the Program Report by increasing the Program Area to include the jurisdictions of such Additional Associate Members (defined below) so as to enable voluntary contractual assessments to be offered pursuant to the Program to the owners of properties within such jurisdictions to finance the installation of Authorized Improvements on such properties; and

WHEREAS, the Executive Committee desires to initiate proceedings pursuant to Chapter 29 to modify the Program Report to include the jurisdiction of the Cities of Alameda and Santa Barbara, (each, an "Additional Associate Member" and collectively, the “Additional Associate Members”) in the Program Area.

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

Section 1. The Executive Committee declares its intention to include the Cities of Alameda and

Santa Barbara as Associate Members and modify the Program Report so as to modify the Program Area within which contractual assessments may be offered pursuant to the California HERO Program to include the jurisdiction of each such Additional Associate Member.

Section 2. Public Hearing. Pursuant to Chapter 29, the Executive Committee hereby orders that a public hearing to be held before the Executive Committee in the First Floor Board Chambers, County of Riverside Administration Center, 4080 Lemon Street, Riverside, California, at 2:00 p.m. on March 4, 2019, on the proposed modification to the Program Report to increase the Program Area. At the public hearing all interested persons may appear and hear and be heard and object to or inquire about the proposed modifications to the Program Report to increase the Program Area.

Section 3. Notice of Public Hearing. The Secretary of the Executive Committee is hereby directed to provide notice of the public hearing by publishing such notice once a week for two weeks, pursuant to Section 6066 of the California Government Code, and the first publication shall occur not later than 20 days before the date of such hearing in a newspaper of general circulation published within the jurisdiction of each of the Additional Associate Members or, if there is no such newspaper of general circulation published within any such jurisdiction of any such Additional Associate Member, then in a newspaper of general circulation published nearest thereto.

Section 4. Effective Date of Resolution. This resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED at a meeting of the Executive Committee of the Western Riverside Council of Governments held on February 4, 2019.

__________________________	__________________________
Chuck Washington, Chair WRCOG Executive Committee	Rick Bishop, Secretary WRCOG Executive Committee

Approved as to form:

____

Best Best & Krieger
WRCOG Bond Counsel

AYES: _______ NAYS: _______ ABSENT: _______ ABSTAIN: _______

Western Riverside Council of Governments
Executive Committee

Staff Report

Subject: **Report from the League of California Cities**

Contact: **Erin Sasse, Regional Public Affairs Manager, League of California Cities, esasse@cacities.org, (951) 321-0771**

Date: **February 4, 2019**

***The purpose of this item is to** provide an update of activities undertaken by the League of California Cities.*

Requested Action:

1. Receive and file.

This item is reserved for a presentation from the League of California Cities Regional Public Affairs Manager for Riverside County.

RIVERSIDE COUNTY DIVISION TRAINING

February 22, 2019
Sun Lakes Country Club
850 Country Club Drive, Banning, CA 92220

I. 8:00AM Breakfast Available

II. 8:10AM Welcome – Riverside Division President Linda Krupa, Councilmember, Hemet

III. 8:20AM Overview of the League of Cities and the Riverside Division – Erin Sasse, League of California Cities and Council Member Linda Krupa

IV. 8:40 – 9:25AM Panel Presentation: Anne Mayer, RCTC; Larry Rubio, RTA; Lauren Skiver, SunLine Transit Agency; Q&A

V. 9:30 – 10:15AM What we wish we knew when we were first elected to office. Advice and Q&A from seasoned elected officials. Panel Presentation: Mayor Rusty Bailey, Riverside; Council Member Linda Krupa, Hemet; Council Member Jan Harnik, Palm Desert

VI. 10:20 – 11:25 Panel Presentation: Rick Bishop, WRCOG; Tom Kirk, CVAG; Arnold San Miguel, SCAG; Crystal Craig, LAFCO; Q&A

VII. 11:30 – 11:45 Election Law Overview: Dana Reed, Council Member Indian Wells

VIII. 11:45 – Noon: Final Questions and Closing

Prior Action:

None.

Fiscal Impact:

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

Attachments:

1. Summary and Analysis of Gov. Newsom's Housing-Related Budget Proposals.
2. AB 11 (Chiu) Community Redevelopment Law of 2019.
3. Ballot Measure Training Academy Flyer.

Item 7.B

Report from the League of California Cities

Attachment 1

Summary and Analysis of Gov. Newsom's Housing-Related Budget Proposals

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League of California Cities' Summary and Analysis of Gov. Newsom's Housing-Related Budget Proposals

Funding for affordable housing has been in a significant decline over the past few decades, which have played a major role in the state's current affordable housing shortage. A reduction in federal affordable housing assistance, a lack of state bond funding and the eradication of redevelopment — the largest source of affordable housing funding — have contributed to this statewide issue, and our local city officials are experiencing firsthand the burden imposed on California's residents and communities due to this housing affordability crisis.

The League continues its commitment to advocate for additional housing funding on behalf of all of California cities. Last year, the League served on the steering committee of the winning campaigns to pass Propositions 1 and 2, which provide $6 billion in much-needed funding to build housing for veterans, working families and those experiencing homelessness or at risk of becoming homeless. The League also lobbied in support of $500 million in FY 2018-19 for homelessness programs, supported cap and trade allocations that provide funding for affordable housing, and helped secure funding for updated local planning, homeless assistance and affordable housing through the passage of SB 2 (Atkins 2017).

On Jan. 10, Gov. Newsom unveiled his FY 2019-20 budget proposal. In addition to increases in funding for housing and homelessness grants, the Governor proposes taking away transportation funding from cities that fail to meet state housing goals, which poses a significant concern to the League. This document can serve as a resource that outlines the Governor's proposals while also providing talking points for meetings with the state legislators.

<u>Gov. Newsom's Housing-Related Budget Proposals:</u>

Affordable Housing Funding:

- $500 million in affordable housing tax credits (ongoing);
- $500 million for multifamily moderate-income housing; and
- Accelerate expenditures of Prop. 1 & 2 funding.

<u>Homeless Funding and Assistance</u>

- $500 million for emergency homeless funding for cities and counties;
- $25 million to assist homeless individuals in accessing federal disability funds;
- $100 million for county "whole person care" programs;
- $50 million for expanded mental health training;
- CEQA streamlining for homeless shelters (similar to sports stadiums); and
- Allow California Department of Transportation right of way and airspace to be used for building homeless shelters.

<u>Effort to Increase State Oversight and Control of Local Governments</u>

- Direct HCD to adopt increased short-term higher housing production goals, distribute goals to local agencies and allow oversight and enforcement action against local agencies as needed;
- Allow the state to take transportation funds if housing production is lower than RHNA goals;
- Offer $500 million in incentive grants to local agencies that meet unspecified milestones associated with enhanced planning and increased housing production; and
- Potential task force or ballot initiative to address local housing development impact fees.

<u>Building Housing on State Property, EIFD's</u>

- Allow housing to be built on excess state property with low-cost ground leases without local review and approval; and
- Remove 55% vote requirement when Enhanced Infrastructure Finance Districts (EIFD's) issue bonds and improve coordination with federal Opportunity Zone incentives.

2019 Housing Talking Points

California's Cities Need Additional Affordable Housing Resources

- City officials are acutely aware of the severity of California's housing supply and affordability crisis and how it impacts our communities.
- We support the Governor and Legislature's goals of building more housing, and recognize the vitally important role cities play in the planning and approval of new housing.
- Increased and ongoing funding for affordable housing is critical to stabilize the state's housing development and construction marketplace.
- The state needs to accelerate the allocation of funds shored up in the recently passed Prop. 1 housing bond, Prop. 2 homeless housing funds, and SB 2 planning funds.

The Governor's Budget Proposal has Opportunities for Collaboration but also Cause for Concerns for California's Cities

- We appreciate the Governor's proposal to increase funds for affordable housing tax credits, affordable and workforce housing and to address the growing homelessness and mental health crisis in our state.
- California's cities have significant concerns with proposals that tie transportation funding to state housing production goals, since developers make decisions based on market conditions, not state goals.

State Proposes Top-Down Planning for Housing

- Cities have an obligation to ensure we're planning for the housing our communities need.
- Throughout the state, cities have planned and approved hundreds of thousands of units and more than 90 percent of all cities have approved state housing elements that the private sector has not developed.
- Over the past two years, more than 30 housing and land use bills have been signed into law that impact local government and are just now beginning to be implemented.

Local Governments Cannot Control Macro-Economic Conditions

- There are many market factors affecting the construction of housing beyond the control of local government. While the economy rebounded strongly in the Bay Area — apartment construction is at its highest level in 27 years — the economic reality is different in other regions.
- The nonpartisan Legislative Analyst's Office's November report predicted housing production will flatten due to developers pulling back in the face of a cooling market.
- A 2018 Construction Industry Research Board report listed projects up and down the state that have approvals for over 450,000 units but they will not be built for years.
- Local governments should not be held accountable for housing production, as cities don't build homes and have little control over market conditions.
- Cities look forward to collaborating with the state on finding solutions to the state's housing issues, as we share the mutual goals of improving California communities and enhancing the quality of life of all residents.

Item 7.B

Report from the League of California Cities

Attachment 2

AB 11 (Chiu) Community Redevelopment Law of 2019

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AB 11 (Chiu) Community Redevelopment Law of 2019

Key Elements
- Annual unspecified state commitment: At the discretion of the State Controller.
- Opt-in: No taxing entities are forced to participate.
- Schools will be made whole. No impact to Prop 98.
- Creates an economic development tool with similar powers as the old redevelopment agencies.
- Extensive upfront planning and costs required before a city or county can form an agency and receive project funding from the state.

Overview:
- AB 11 allows a city or county, or two or more cities acting jointly, to form an Affordable Housing and Infrastructure Agency to fund projects such as infrastructure and affordable housing projects. 30% of tax increment must be deposited into low/moderate income housing fund. This bill includes enforcement provisions/fines regarding failure to timely use money for housing. The new agency can use an affected taxing entity's share of the property tax (special district etc.) if the affected taxing entity consents.

The Board of an Agency:
- One member appointed by the legislative body or the legislative bodies that adopted the resolution of intention.
- One member appointed by each affected taxing entity.
- Two public members, appointed by the board. These members cannot be an elected official or employee of any affected taxing entity.

Affordable Housing and Infrastructure Agencies must:
- Create a resolution of intention, which includes a preliminary project plan along with an extensive amount of other required actions and analysis before the Strategic Growth Council (SGC) may approve agency formation.
- An agency may not be formed if it will result in a negative state fiscal impact, to be determined by the State Controller, and must promote statewide greenhouse gas reduction goals.
- The SCG shall ensure that the projects proposed in the resolution of intention equitably represent rural, suburban, and urban communities, and that establishing the agency would not result in an inequitable geographic distribution of agencies throughout the state.
- Maintain detailed records of every action taken by that agency for a specified period of time.
- Submit an annual report and a final report of any audit undertaken by any other local, state, or federal government entity, to its governing body and to the State Controller and the Department of Housing and Community Development.
- Contract for an independent financial and performance audit every 2 years after the issuance of debt.
- Report the total number of housing units the agency assisted in creating or maintained.

Pros:
- Opt-in program that allows the state to reinvest in affordable housing and infrastructure; brings back a significant amount of flexibility, similar to redevelopment agencies; 30% of the funds must be spent on affordable housing.

Cons:
- Extensive upfront planning and analysis prior to agency approval and state funds being awarded; allows affected taxing entities that do not contribute property tax to have a seat on the governing board and oversee the creation of the redevelopment project plan; unspecified amount of state funding available to cities.

SB 5 (Beall) Local-State Sustainable Investment Incentive Program

Key Elements
- Up to $2 billion annually. Can be suspended when the Legislature uses the "Raining Day Fund."
- Opt-in: No taxing entities are forced to participate.
- Schools will be made whole. No impact to Prop 98.
- Rural city/county set aside.
- Prevailing wage and skilled and trained workforce requirements.
- Strong state oversight.

Overview:
- The Program creates a local-state partnership to reduce poverty and advance other state priorities financed, in part, by property tax increment. A city, county, or JPA, that has a financial commitment to a project, is eligible for a portion of the school share of property tax if the project contains one or more of the following:
    - Housing development plans that propose construction of workforce and affordable housing, and support the construction of housing for all-income ranges consistent with adopted housing elements. 50% of the funds provided shall be used to construct workforce and affordable housing.
    - Transit-oriented development in priority locations that maximize density and transit use, and contribute to the reduction of vehicle miles traveled and greenhouse gas emissions.
    - Infill development and equity by rehabilitating, maintaining and improving existing infrastructure that supports infill development and appropriate reuse and redevelopment of previously developed, underutilized land that is presently served by transit, street, water, sewer, and other essential services, particularly in underserved areas, and to preserving cultural and historic resources.
    - Promoting strong neighborhoods through supporting of local community planning and engagement efforts to revitalize and restore neighborhoods, including repairing infrastructure and parks, rehabilitating and building housing, promoting public-private partnerships, supporting small businesses and job growth for affected residents.

- 20% of the overall funding for the program shall be set aside for counties with populations of less than 200,000.

State Oversight:
- Creates the Sustainable Investment Incentive Committee which shall be comprised of the following:
    - The Chair of the Strategic Growth Council.
    - The Chair of the State Infrastructure and Economic Development Bank.
    - The Chair of California Workforce Investment Board.
    - Director of the California Housing and Community Development Department.
    - Two people appointed by the Speaker of the Assembly.
    - Two people appointed by the Senate Rules Committee.
    - One public member appointed by the Governor that has a background in land use planning, local government, or community development or revitalization.

- The Committee shall review and approve or disapprove proposed projects.

- Each applicant that has received financing pursuant to the program for any fiscal year shall provide a report to the Committee. The Committee shall also provide an annual report to the Joint Legislative Budget Committee.

Pros:
- Up to $2 billion state investment in affordable housing and infrastructure; 50% of the funds are required to be spent on affordable housing; relies on post redevelopment tools; allows wide-range of agency participation;

Cons:
- Less flexibility than redevelopment agencies; less resources available for economic development;

Item 7.B

Report from the League of California Cities

Attachment 3

Ballot Measure Training Academy Flyer

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Ballot Measure Training Academy

Thursday, February 21, 2019
5:00 – 9:00 p.m.

The training will offer city officials insight into the legal and structural issues of carrying out a local ballot measure campaign and will cover the essentials of:

- Legal Framework – Do's and Don'ts for City Officials
- Building a Campaign Operation
- Organizing Grassroots Support
- Developing Ballot Materials
- Crafting a Winning Message

Speakers include:
Sigrid K. Asmundson, Best Best & Krieger
John Fairbank, Fairbank, Maslin, Maullin, Metz & Associates (FM3 Research)
Brandon Stephenson, Cerrell Associates

Monterey Park City Council Chambers
320 West Newmark Avenue, Monterey Park, 91754

Light dinner and refreshments

Open to all city officials – elected, appointed and staff
No cost
Click **HERE** to register.

For any questions, please contact Jennifer Quan at 626-786-5142 or jquan@cacities.org

This program is intended for local officials who are in the exploratory stages relating to ballot measures. If your agency already has a measure on the ballot, please consult with your agency attorney about the extent to which public resources may be used to attend such a program.

Los Angeles County Division
League of California Cities®

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Western Riverside Council of Governments
Executive Committee

Staff Report

Subject: **Report from the Southern California Association of Governments**

Contact: **Alan Wapner, Board President, Southern California Association of Governments, sanmigue@scag.ca.gov, (213) 236-1925**

Date: **February 4, 2019**

The purpose of this item is to *provide an update of activities undertaken by the Southern California Association of Governments (SCAG).*

Requested Action:

1. Receive and file.

Alan Wapner, City of Ontario Councilmember and President of SCAG, will be providing an oral update on SCAG activities including the development of Connect SoCal – The 2020-2045 Regional Transportation Plan and Sustainable Communities Strategy. President Wapner has been participating at SCAG since 2009 serving on the Regional Council, Executive Administration Committee, Transportation Committee, the Legislation and Communications Committee and other subcommittees.

Prior Action:

None.

Fiscal Impact:

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

Attachment:

None.

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Item 7.D

Western Riverside Council of Governments
Executive Committee

Staff Report

Subject: **Update on the Development of a Sustainability Indicators Report**

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

Date: **February 4, 2019**

The purpose of this item is to *provide an update of the Sustainability Framework Indicators Report being undertaken by WRCOG.*

Requested Action:

1. Receive and file.

WRCOG's Economic Development and Sustainability Framework was developed in 2012 and was the first step in a collaborative regional effort to build a more sustainable region. The Framework established a work plan by which WRCOG can seek funding to implement projects and programs that support the Framework's vision. It also looked into the potential role in sustainability that WRCOG may play for the subregion. WRCOG wants to ensure that the Agency does not duplicate existing efforts underway among its members but help fill in gaps not met by current programs and policies that are in place in Western Riverside County. This report has been presented to the WRCOG Planning Directors' Committee, Administration & Finance Committee, and Technical Advisory Committee and all have discussed and provided input. The TAC members directed staff to form an Ad Hoc Committee that addresses the need to utilize the data from the indicators update to assist the subregion's economic development activities.

Economic Development and Sustainability Framework

In 2012, WRCOG completed work on the *Economic Development and Sustainability Framework*, which was intended to serve the following four broad objectives:

1. Provide a starting point for dialogue about sustainability and its importance to the region.
2. Provide a vision for a sustainable Western Riverside County and establish goals to inform and guide regional collaboration.
3. Define and prioritize short-term actions that WRCOG can pursue.
4. Define initial indicators, benchmarks, and targets by which WRCOG can measure the effectiveness of efforts to create a more sustainable subregion.

The Framework can be found on the WRCOG website at http://www.wrcog.cog.ca.us/DocumentCenter/View/189/Sustainability-Framework-PDF.

The Framework identified six key areas related to the Region, including:

1. Economic Development
2. Education
3. Transportation
4. Health
5. Water
6. Energy and Environment

Sustainability Indicator Refinement

An initial list of over 50 sustainability indicators was established in the 2012 Framework document and WRCOG has found that regular tracking and updating of this list is difficult for a variety of reasons. These include:

- Data sources for many indicators were not easily accessible, regularly updated, or geographically appropriate
- Regular updating of over 50 indicators requires substantial staff time and is likely not sustainable
- Some indicators, while useful and relevant to sustainability, were narrowly focused on specific issues and not broadly indicative of regional sustainability
- Others that were relevant required more nuanced analysis to adequately illuminate regional trends

Refinement Approach

In order to keep the Framework relevant, WRCOG tasked AECOM to assist with refining / updating the indicators list based on its experience. The original 50 indicators were first reviewed to identify those categories that were still good candidates to be carried over and would lend themselves to potential initiatives that could be undertaken by individual member agencies or perhaps at a larger geographic level. Additional indicators were identified through a review of other regional indicator reports. The existing and potential indicators were then evaluated to determine their relevancy to regional sustainability and the quality and accessibility of data. The combined list was then paired down to a total of approximately 40 preferred and potential sustainability indicators that were reviewed and ultimately paired down to 14 indicators (note that two indicators in the Economic Development topic area have multiple indicator components).

Some key considerations that were used to refine the list of indicators from 50 to the recommended 14 include:

- Is the indicator commonly referenced by key stakeholders and policy makers?
- Does the indicator reflect broadly on key issues affecting the region such as water and energy use, transportation, employment, and education?
- Is the indicator one that is commonly tracked across comparable regions?
- Is data available for the indicator at a regional or Countywide level?
- Is data readily available for the indicator through a direct download or published source?
- Is the data related to the indicator regularly updated?
- Is there historical data for the indicator that would document trends?

Key indicators recommended for further evaluation were:

Economic Development

- Job Growth
  - Total job growth
  - Ratio of employed residents versus total jobs
- Household income (adjusted for inflation)
- Educational Attainment
  - Percent of residents with college degrees
  - Percent of high school graduates meeting UC / CSU requirements
- Transit Ridership
  - RTA Ridership
  - Metrolink Ridership

Health

- Health Care Facilities
- Park acreage
- Air Quality

- Bicycle / pedestrian collisions
- Violent crime

Environment & Energy

- Vehicle miles traveled
- Water usage
- Usage of alternative energy sources
- Land conservation
    - Agricultural land preserved
    - Acres of habitat conserved per the MSHCP

A table providing additional information on the indicators and the latest data is provided as Attachment 1. This information has been presented to WRCOG's Planning Director's Committee, the Administration & Finance Committee, and the Technical Advisory Committee (TAC).

Once finalized, this information will be summarized by staff in a brief report and distributed via WRCOG's website and other distribution channels. Staff also anticipates that this information will be presented at upcoming events and conferences to document how the region is performing in regards to these key items. Staff will be updating these indicators on a recurring basis and sharing that information as new data becomes available.

Request for Ad Hoc Committee Formation

At the January TAC meeting, Committee members discussed the need to utilize the data from the indicators update to assist the subregion's economic development activities. Based on this discussion, Committee members directed staff to form an Ad Hoc Committee that will discuss how the indicators update can be better utilized at a subregional level. Staff will return to its Committee structure with additional details regarding the Ad Hoc Committee formation in the coming months.

Prior Actions:

January 17, 2019: The Technical Advisory Committee received and filed and directed staff to form an Ad Hoc Committee to discuss how the indicators update can be utilized at a subregional levels.

January 9, 2019: The Administration & Finance Committee received and filed.

December 13, 2018: The Planning Directors Committee received and filed.

Fiscal Impact:

The allocation of funding for the Economic Development and Sustainability Framework Indicators Update has been allocated in WRCOG's Local Transportation Fund and is reflected in the Agency's Fiscal Year 2018/2019 Budget.

Attachment:

1. Recommended Refined Sustainability Indicators.

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Item 7.D

Update on the Development of a Sustainability Indicators Report

Attachment 1

Recommended Refined Sustainability Indicators

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Recommended Sustainability Indicators					
Indicator #	Topics	Subtopics	Indicators	Target	Target Progress Detail
1	Economic Development	Economy	Total and Priority Sector Job Growth	Track job growth over time	Job growth averaged over 13,500 per year in WRCOG 2010 - 2015 at a 3.4% annual rate. Priority sector jobs grew faster at a 4.7% annual rate, approximately 3,600 jobs per year with Transportation and Warehousing accounting for 82% of priority sector growth
			Residents Employed in Job Sector Versus Jobs in Each Sector in WRCOG	Improve the ratio of WRCOG jobs per employed resident in key job sectors	Between 2010 and 2015 the total number of jobs per each 10 working residents increased slightly from 7.9 to 8 for all employment sectors. For base sectors it improved from 6.6 to 7 jobs per each 10 residents employed in those sectors, primarily driven by strong job growth in the Transportation and Warehousing sector and strong growth in the number of residents working in that sector

Recommended Sustainability Indicators					
Indicator #	Topics	Subtopics	Indicators	Target	Target Progress Detail
			% of Employed Residents Working Outside of WRCOG	Reduce the proportion of residents commuting outside the region to work	Statistically insignificant change since 2010. 61% - 62% of WRCOG employed residents work outside of the region from 2010 - 2015
2	Economic Development	Economy	In real terms inflation adjusted Median Household Income for WRCOG region and by city	Track and support household income growth	In real terms inflation adjusted median household incomes for the WRCOG region and many of the individual cities have fallen since 2012
3	Economic Development	Education	Educational Attainment	Track and compare WRCOG educational attainment to LA, Orange, and San Bernardino counties	WRCOG has a lower rate of its population with advanced degrees (bachelors or graduate) than the 3 County region
		Education	Graduates Meeting UC/CSU Requirements	Continual Improvement and surpass statewide average	Riverside County fell 2% short of the state average in 2016-2017 (49.9% versus 47.9%). Numbers vary widely by member agency jurisdictions. See Indicator Workbook tab for more information

Recommended Sustainability Indicators					
Indicator #	Topics	Subtopics	Indicators	Target	Target Progress Detail
4	Economic Development	Transportation	Riverside Transit Agency Ridership	Increase transit ridership (annual boardings)	Annual transit ridership declined in FY 17 and FY 16 but is still approximately 7% higher than 2011
	Economic Development	Transportation	Metrolink Ridership	Increase ridership (average weekday boardings)	Since 2016 when all existing stations were in service, total ridership dropped by 2%. Ridership has dropped at 4 of 5 stations with the highest historical ridership during the same period
5	Health	Access	Healthcare facilities per 1,000 residents	Increase ratio of healthcare facilities per 1,000 residents to meet/surpass California	Of the statewide average per 1,000 residents WRCOG has 59% as many hospital beds, 64% as many long-term beds, and 39% as many general clinics.
6	Health	Access	Acres of local parks per 1,000 residents	Track and seek to increase acres of parks per 1,000 residents	From 2010 to 2017 the acres of parks per 1,000 residents has decreased from 3.45 to 3.13

Recommended Sustainability Indicators					
Indicator #	Topics	Subtopics	Indicators	Target	Target Progress Detail
7	Health	Quality	Number of Days of Good/Moderate Air Quality	Increased 3-Year average of good/moderate air quality days	Average annual number of days of Good/Moderate Air Quality over three year rolling timeframes has improved by 4% - 5% since 2010 - 2012
8	Health	Safety	Bike/Ped Collisions per 1,000 Residents	Continuously reduce bike/ped collisions per 1,000 residents	Collisions per 1,000 residents have increased by .76 (50%) since 2010
9	Health	Safety	Reduction in Violent Crime	Continue to reduce violent crimes	2017 had the lowest amount of reported violent crimes in the covered 2010 to 2017 timeframe and has consistently been below state levels
10	Environment and Energy	Transportation	Per Capita VMT	Reduce per capita VMT	Per capita VMT in 2016 was less than in 2010
11	Environment and Energy	Water	Daily Water Usage per Resident	Track residential daily water conservation over time	Since 2013 daily water usage per resident has decreased in four of the five water districts that serve WRCOG residents

Recommended Sustainability Indicators					
Indicator #	Topics	Subtopics	Indicators	Target	Target Progress Detail
12	Environment and Energy	Energy	Grid Renewable Energy %	Meet RPS required % in most recent compliance period	SoCal Edison reached 25%, exceeding the 23% goal for the 2014 - 2016 compliance period, and is on track to meet 33% by 2020 goal
					Four of the five POUs met their 20% RPS goal for the 2011 - 2013 period, appear to be on track to meeting compliance period 2 goal of approximately 23.5%, and are on track to meet the 33% by 2020 goal
13	Environment and Energy	Conservation	Acres of Agricultural Land Conserved Under the Williamson Act	No established target. Track changes annually	32,220 acres conserved
14	Environment and Energy	Conservation	Acres of Habitat Land Conserved under Multiple Species Habitat Conservation Plan (MSHCP)	153,000 acres of habitat land conserved	39% of total target acres conserved

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Item 7.E

Western Riverside Council of Governments Executive Committee

Staff Report

Subject: **Public Service Fellowship Activities Update**

Contact: **Cynthia Mejia, Staff Analyst, cmejia@wrcog.us, (951) 405-6752**

Date: **February 4, 2019**

The purpose of this item is to *review potential modifications to the Fellowship Program regarding Program eligibility, placement, sustainability, and logistics and to provide an update on the third cohort of the WRCOG Public Service Fellowship Program.*

Requested Action:

1. Direct staff to implement the following changes to the Fellowship Program: 1) recruit Fellows from additional universities, both within and outside of the subregion; 2) expand candidate eligibility to students and recent graduates who live, work, attend school in, or are from the region and meet other minimum qualifications, 3) establish a minimum 3.0 GPA threshold for all applicants; 4) alternate Fellow placements over two years so members receive a Fellow every-other year, and 5) admit Fellows to serve in either a part-time or full-time capacity.

In partnership with higher education institutions, WRCOG developed and launched a Public Service Fellowship Program in 2016, which provides current students and recent graduates with career opportunities within local governments and agencies, providing career development experience for Fellows and additional staff resources for host Agencies.

Background

WRCOG's Public Service Fellowship Program was established in 2016 and is currently operating its third round. The goal of this Program is to retain local students to fulfill the subregion's needs for a robust public-sector workforce and to combat the problem of "brain drain" that Riverside County experiences when local students graduate and then leave the region to seek full-time employment elsewhere. Currently, the Program recruits students from three partner schools: the University of California, Riverside (UCR) and California Baptist University (CBU), and as of 2018, California State University, and San Bernardino (CSUSB). The Fellowship Program aims to engage UCR, CBU, and CSUSB students and alumni in career opportunities with local governments and agencies in a way that is mutually beneficial to both the Fellows and the agency.

WRCOG is responsible for general Program administration and oversight including maintaining employment of the Fellows, soliciting interest from local government agencies, serving as the liaison between member agencies and the universities, providing Program funding, reviewing applications, conducting interviews, recommending local government agency placements, and coordinating payment of Fellowship stipends. The partner universities are responsible for soliciting interest from students, assisting with the review of applications and prospective Fellow interviews, and communicating regularly with Fellows. In addition, WRCOG and the universities provide ongoing training to Fellows on career readiness and other theoretical topics during monthly Program workshops to support their hands-on work experience. A representative from each university serves as an "advisor" to answer questions from the Fellows or host agencies, monitor the Fellows, handle HR-related issues or complaints in collaboration with WRCOG, and provide needed support to ensure that the Fellowship placement is successful.

Preparations for Fellowship Round IV

Recent discussions with members of the Administration & Finance Committee and other stakeholders revealed an interest in exploring modifications to the Fellowship Program. At its October 18, 2018, meeting, the Technical Advisory Committee (TAC), asked for volunteers to serve on an Ad Hoc Committee to advise WRCOG on potential Program modifications and vet major recommendations. The TAC members who volunteered include members from the Cities of Beaumont, Lake Elsinore, Moreno Valley, Murrieta, Temecula, and the Eastern Municipal Water District.

As soon as all Program changes are finalized, the Round IV application materials will be released, launching the recruitment effort for the next cohort of Fellows. Staff expects to interview qualified candidates in April and begin making Fellowship placement recommendations in May 2019.

Ad Hoc Committee Recommendations

The TAC Ad Hoc Committee met via conference call on Thursday, November 15, 2018, and provided feedback on logistics for the next round of the Program. The slides from that meeting, detailing the potential changes discussed, are provided as Attachment 1. The Ad Hoc Committee's recommendations are summarized below by category: Eligibility, Fellow Host Sites, and Program Sustainability.

***Eligibility*:**
Recent discussions with participating host agencies have revealed an interest in expanding the Program to additional universities that have strong academic programs in land use planning, civil engineering and internet technologies (IT), among others. In addition, WRCOG has received recommendations to expand eligibility to candidates that either live or work in the subregion and still meet other eligibility requirements (including having a bachelor's degree). WRCOG would still continue to work with CBU, UCR, and CSUSB to garner interest among students. However, students from other universities and candidates living or working in the subregion that meet all other eligibility requirements would be allowed to participate in the Program.

Ad Hoc Committee Recommendations:
- Recruit Fellows through additional universities, including all local universities and some within the broader southern California region, such as Cal Poly Pomona and UC Irvine.
- Expand eligibility to include all individuals who live or work in the subregion or are from the subregion and meet all other minimum eligibility requirements.
- Establish a minimum 3.0 grade point average (GPA) threshold for all applicants, giving priority to candidates with a 3.5 GPA and above.

Fellow Host Sites:
WRCOG currently places Fellows in member agency offices, which include 18 cities, 2 water districts, the Morongo Band of Mission Indians, and the Riverside County Board of Supervisors. Non-member public agencies and private sector partners have expressed interest in hosting a Fellow. If approved, WRCOG would require non-member agencies, such as the Riverside County Transportation Commission (RCTC), and private sector agencies, such as Best & Krieger, to contribute the full Fellow stipend plus a 10% administrative fee. The benefit of including private sector partners would be to expand the number of placement options, without impacting the Program budget, and provide additional experience types, while still encouraging emerging professionals to stay within the region.

Ad Hoc Committee Recommendations:
- Continue to only place Fellows in WRCOG member agencies for the upcoming round, but consider placing Fellows in non-member public agencies, such as RCTC, in the future, provided those agencies contribute to the full cost of the Fellow.
- The Ad Hoc Committee did not come to consensus on whether Fellows should be placed in any private sector agencies, such as Best Best & Krieger.

Program Sustainability:
Recognizing the Program's limited, long-term, internal funding options, staff presented potential options to increase Program sustainability, including the possibility of requiring member agencies to contribute a 50% match towards their Fellow annual stipend and encourage member agencies to direct WRCOG to allocate any unused BEYOND funds to cover the Fellowship match. Historically, WRCOG has fully funded the Fellowship Program for up to 25 Fellows per year with Agency carryover revenues.

Ad Hoc Committee Recommendations:

- Alternate Fellow placements so members receive a Fellow every-other year, thereby extending the longevity of remaining Program funds.
- Direct unused BEYOND funds towards the Fellowship Program when the time comes to reallocate those funds – this item will be considered through the Fiscal Year 2019/2020 budget process.
- The Ad Hoc Committee did not come to a consensus on the topic of whether to institute a host match, recognizing that while Program sustainability is critical, there is a concern that a match requirement might preclude smaller agencies from being able to participate. It may be necessary to revisit this idea in the future if the budget becomes further constrained.

Additional Considerations

Following the meeting of the Ad Hoc Committee, staff continued to explore options to increase the quality and reliability of applicants and sustainability of the Program. In addition to the challenge of attracting a large pool of qualified applicants to hire at the commencement of the current Fellowship Round, multiple Fellows were hired into full-time positions elsewhere, causing them to leave the Program well in advance of the completion date. Recognizing this retention issue, WRCOG conducted a survey of the remaining Round III Fellows. The survey revealed that all current Fellows are currently seeking additional employment opportunities for one or more of the following reasons: job security, to increase work experience, and/or to supplement income. Based on this feedback from Fellows, staff proposes an additional Program change which aims to reduce the number of instances in which Fellows seek additional employment and are able to more fully concentrate on their duties as Fellows.

Staff Recommendation:

- Change the Program structure to welcome both "part-time" and "full-time" Fellows to accommodate Fellows who are available to work up to 40 hours a week.
    - Under this scenario, students currently enrolled in an academic program would be admitted on a part-time basis, working 20 hours per week at their host agency over nine months (as current practice).
    - Recent graduates would then be admitted as full-time Fellows, working a total of 40 hours per week.

Under this scenario, talented students with the capacity to work full-time would be allowed to do so, enabling them to focus entirely on their Fellow duties, while continuing students would not be precluded from participating in the Program. Staff would continue to require that all Fellows work a maximum of 960 hours per fiscal year. Staff would also work with legal counsel to ensure that Fellows admitted on a full-time basis would not trigger a need to participate in the CalPERS system.

Current Fellowship Round (Round III) Update

In early 2018, staff released applications for prospective Fellows and for member jurisdictions interested in hosting a Fellow for the 2018/2019 cycle. Despite an extended recruitment, fewer applications were received compared to past years, resulting in a final approved candidate pool of just 15 Fellows, compared to 19 unique member agency requests. Staff prioritized placements in agencies which did not receive a Fellow in one or both previous Program rounds, and goodness of fit between the Fellow and the agency. Ultimately, 15 Fellows were placed in member agencies and one was placed at WRCOG.

Since the launch of the current Round, three Fellows have left the Program, two of whom were hired into full-time positions in the region. The Fellow originally placed in the City of Jurupa Valley has left the Program and is now employed with the City of Eastvale in a communications capacity. The Fellow originally placed in the

City of Corona is also no longer participating in the Fellowship and is instead employed by the Greater Riverside Chamber of Commerce.

There are now 13 Fellows in the current cohort, scheduled to complete the Program in March 2019. Staff is meeting with all Fellows' supervisors to check on Fellow performance and seek improvement recommendations for the Program. Staff also meets with Fellows to gauge participant satisfaction and obtain further feedback on Program logistics.

All Fellows are currently working on a broad array of projects ranging from legislative analysis to marketing and public relations. In the November 2018 and January 2019 editions of WRCOG's eCommunicator, WRCOG shared an in-depth look at two current Fellows and their work at the Eastern Municipal Water District and the City of Lake Elsinore, respectively; these features are provided as Attachment 2.

Prior Actions:

January 17, 2019: The Technical Advisory Committee recommended that the Executive Committee direct staff to implement the following changes to the Fellowship Program: 1) recruit Fellows from additional universities, both within and outside of the subregion; 2) expand candidate eligibility to students and recent graduates who live, work, attend school in, or are from the region and meet other minimum qualifications, 3) establish a minimum 3.0 GPA threshold for all applicants; 4) alternate Fellow placements over two years so members receive a Fellow every-other year, and 5) admit Fellows to serve in either a part-time or full-time capacity.

November 15, 2018: The Fellowship Ad Hoc Committee discussed and made a series of recommendations.

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

October 18, 2018: The Technical Advisory Committee designated five Committee members to serve on an Ad Hoc Planning Committee for the fourth round of the Fellowship Program.

October 11, 2017: The Executive Committee approved the allocation of $300,000 from Agency carryover funds for the remainder of the Public Service Fellowship Program, Round II, and an additional $400,000 to fund a third round of the Program to begin January 2018.

Fiscal Impact:

Activities for the Fellowship Program are included in the Agency's adopted FY 2018/2019 Budget.

Attachments:

1. Fellow Features.
2. November Ad Hoc Committee Meeting Slides.

Item 7.E

Public Service Fellowship Program Activities Update

Attachment 1

Fellow Features

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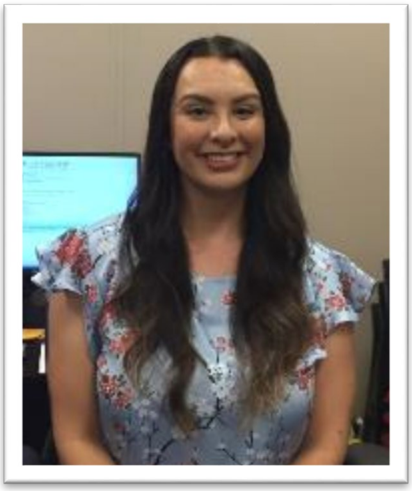
Round III Fellow Feature



Alma Ramirez, a Round III WRCOG Fellow who served at Eastern Municipal Water District (EMWD), had the opportunity to take part in the State Water Project Tour hosted by Metropolitan Water District of Southern California.

Alma experienced firsthand the history behind the State Water Project by visiting the Oroville Dam, which provides drinking and irrigation water to Central and Southern California, and the Banks Pumping Plant, which is the starting point for the California Aqueduct. According to Alma, "the Fellowship Program has paved the way for my career in public service. I have gotten the chance to grow my network and learn about water policy on a broader spectrum through opportunities that do not come across very often."

Ani Dhurva, a Round III Fellow, is completing his Fellowship at the City of Lake Elsinore. Ani is a graduate from the University of California, Riverside (UCR) with a bachelor's degree in Public Policy and is continuing his studies at UCR towards a Master of Public Policy. In his time at the City, Ani has helped develop a regional funding proposal and updated the City's Municipal codes, applying the knowledge learned in the classroom to his time in the Fellowship. Altogether, the Program has prepared Ani for a future career in Public Service by providing unique and meaningful experiences working as he learns how municipalities operate and make decisions.

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Item 7.E

Public Service Fellowship Program Activities Update

Attachment 2

November Ad Hoc Committee Meeting Slides

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Fellowship Ad Hoc Committee Meeting

Cynthia Mejia
WRCOG

Fellowship Program Background

- Launched in 2016
- Partnership between WRCOG, UCR, CBU and CSUSB
- Goal:
  - Retain local talent and drive emerging professionals to public agency professions
- Status:
  - Round 3 in Progress – 15 Fellows Placed
  - Round 4 in Planning Stage
- Agency cost per Fellow: $16,500

Alumni Survey: Educational Background

- Highest Educational Attainment from Fellows
  - 80% Bachelor's
  - 20% Master's
- Academic Program Completed
  - 46% Other (Art, sustainability studies, economics, English, sociology, public health, public admin)
  - 33% Public Policy
  - 20% Political Science
  - 6.6% Environmental Science
  - 6.6% Public Relations
  - 0% Business

Alumni Survey: Where are Alumni Fellows?

- 42.8% Working in the Public Sector in Western Riverside County
- 21% Working in the Private Sector in Western Riverside County
- 21% Working outside of Western Riverside County, but in the public sector
- 14% Working outside of Western Riverside county, but in the private sector
- 7% unemployed

- *Based on responses of 15 former Fellows

TAC Survey

- Strengths of the Program
  - Provides talent to agencies at no cost. Win-win situation
  - High caliber of students with interest in public service
  - Candidates provide immediate value to jurisdiction; fresh set of eyes and different perspective
- Potential Program Improvements
  - Onboarding and application approval process
  - Have specialists, e.g. city clerks, finance or contract administrators provide an overview of general principles (i.e. what is a bid, a contract, etc.
  - Provide a more clear picture of different needs of cities in the program
  - Branch out to other disciplines to capture students in technical programs like engineering
- Percentage of Fellows Hired Upon Completion with Host Agency: 11%

2018 Fellow Application and Placement Process

- Member agency requests Fellow
- Students apply for the program
- University partners conduct initial interview of students from their institutions
  - University's Forward Strong Candidate Applications to WRCOG
  - Strong Fellow candidates interview with WRCOG staff
- WRCOG staff make final Fellow selections based on:
  - Application
  - Interview
  - Fit with member agency requests
- WRCOG makes placement recommendations
- WRCOG sends member agency one or two candidates to interview
- Fellow candidates are either confirmed or recommended to another member agency

Potential Program Updates

Adjustment Opportunity #1: University Partnerships

- Consideration
  - Should WRCOG remove the requirement for applicants to attend one of the 3 universities thereby allowing candidates that either live or work within the subregion opportunity to apply?
- Current Practice
  - WRCOG partners with UCR, CBU, and CSUSB to garner interest from students and vet candidate applications
  - Attending one of those universities is a requirement of the Program

Justification of Adjustment #1: University Partnerships

- Member agencies continue to express a need for Fellows with technical backgrounds
  - Planning
  - Engineering
  - IT
- Current university partners lack graduate or formal programs in those areas

Adjustment Opportunity #2: Program Eligibility

- Considerations
  - Should WRCOG enact a minimum GPA threshold? If so, what would be a good minimum?
  - Should WRCOG require that "recent graduates" have graduated within the last 2 years?
- Current Practice
  - Application stipulates that candidates will be evaluated on academic standing (year and GPA)

Justification of Adjustment #2: Program Eligibility

- Traditionally, universities have sent applications in batches based on GPA
- There is no minimum GPA requirement
- Gives us flexibility if in case there is a strong candidate with a low GPA
  - Is GPA a deal breaker?

Adjustment Opportunity #3: Placement Jurisdictions

- Considerations
  - Should WRCOG open the program to private sector entities (i.e. BBK, grant writing consultants, RTA, RCTC, etc.)?
- Current Practice
  - Member agencies
    - 18 cities
    - 2 water districts
    - Morongo Band of Mission Indians
    - Board of Supervisors or County Executive Office

Justification of Adjustment #3: Placement Jurisdictions

- We oftentimes have strong candidates that want to work in the legal field or a non profit entity
  - If placed, they usually perform well through the program, but they may just consider going off to another type of employment or graduate school and not stay local
    - Does that outcome defeat the purpose of the program?
  - We would require private sector or non member agencies to contribute the full amount of Fellowship stipend ($15,000 plus 10% administrative fee)
    - Many of those non member agencies currently work with WRCOG member agencies through services (i.e. legal, transit, regional planning, etc.)
    - Fellows placed there would still learn about the role of local governments
  - Most Fellows are not hired full time upon completion of Program due to budgetary constraints

Adjustment Opportunity #4: Program Sustainability

- Considerations
  - Should WRCOG
    1. Require member agencies to provide a 50% match to contribute towards Fellow placement (about $7,500/FY)
    2. Encourage member agencies to direct WRCOG to allocate any unused BEYOND funds to cover the Fellowship match
    3. Look for private sector partners to sponsor Fellow(s)
- Current Process
  - WRCOG fully funds the Fellowship Program for up to 25 Fellows per year with Agency Carryover Revenues

Justification of Adjustment #4: Program Sustainability

- WRCOG facing decreasing annual revenues
- Agency carryover funds are scarce

Next Steps: Continued Planning Efforts for Round IV

- Staff meeting one-on-one with Round III Fellows' supervisors to gauge program satisfaction
  - Recommendations to-date include:
    - Supervisor orientation prior to Fellow placement
    - More training on local government standard documents and procedures for Fellows
      - Resolutions
      - Municipal Code
      - Departmental Assignments
      - Brown Act
      - Contracts
- Round IV promotional period scheduled to begin in January 2019

Thank you!