



Western Riverside Council of Governments Finance Directors Committee

SPECIAL MEETING AGENDA

**Thursday, May 7, 2020
1:00 p.m.**

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

**Join Zoom Meeting
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**Meeting ID: 830 3838 2199
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SPECIAL NOTICE – COVID-19 RELATED PROCEDURES IN EFFECT

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

To follow the new Order issued by the Governor, the Finance Directors Committee meeting scheduled for Thursday, May 7, 2020, at 1:00 p.m. will be closed to the public. Members of the public may send public comments by emailing snelson@wrcog.us, or calling (951) 405-6703 before or during the meeting, prior to the close of public comment.

Any member of the public requiring a reasonable accommodation to participate in this meeting in light of this announcement shall contact Suzy Nelson prior to 1:00 p.m. on May 5, 2020, at (951) 405-6703 or at snelson@wrcog.us.

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

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENTS

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

4. CONSENT CALENDAR

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

- A. Summary Minutes from the February 6, 2020, Finance Directors Committee Special Meeting are Available for Consideration. P. 1**

Requested Action: 1. *Approve the Summary Minutes from the February 6, 2020, Finance Directors Committee Special meeting.*

- B. Finance Department Activities Update Andrew Ruiz P. 5**

Requested Action: 1. *Receive and file.*

5. REPORTS / DISCUSSION

- A. 3rd Quarter Draft Budget Amendment for Fiscal Year 2019/2020 Andrew Ruiz, WRCOG P. 11**

Requested Action: 1. *Recommend that the Executive Committee approve the 3rd Quarter Draft Budget Amendment for Fiscal Year 2019/2020.*

- B. Preliminary Draft Fiscal Year 2020/2021 Agency Budget Andrew Ruiz, WRCOG P. 23**

Requested Action: 1. *Discuss and provide action.*

- 6. REPORT FROM THE CHIEF FINANCIAL OFFICER Andrew Ruiz**

- 7. ITEMS FOR FUTURE AGENDAS Members**

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

8. GENERAL ANNOUNCEMENTS

Members

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

- 9. NEXT MEETING:** The next Finance Directors Committee meeting is scheduled for Thursday, July 23, 2020, at 1:00 p.m. at WRCOG's office located at 3390 University Avenue, Suite 200, Riverside, CA, 92501.

10. ADJOURNMENT

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1. CALL TO ORDER

The Special Meeting of the Finance Directors Committee was called to order at 1:04 p.m. by Vice-Chair Matthew Schenk at WRCOG's office, Citrus Room.

2. SELF INTRODUCTIONS

Members present:

Suzanne Cook, City of Banning (1:35 p.m. arrival)
Jeff Mohlenkamp, City of Beaumont
Katherine Stevens, City of Calimesa
Terry Shea, City of Canyon Lake
Lorena Rocha, City of Hemet (1:07 p.m. arrival)
Dena Heald, City of Moreno Valley
Javier Carcamo, City of Murrieta
Ernie Reyna, City of Perris
James Riley, City of Wildomar
Matthew Schenk, March JPA, Vice-Chair

Staff present:

Andrew Ruiz, Chief Financial Officer
Anastasia Cortes, Program Manager
Rachel Singer, Staff Analyst
Suzy Nelson, Administrative Assistant

Guests present:

Stephen Ajobiewe, City of Perris
Dick McDonald, CitizensTrust
Mike Gardner, CitizensTrust
Maureen Toal, PARS
Nick Neidiffer, City of Wildomar

3. PUBLIC COMMENTS

There were no public comments.

4. MINUTES – (Wildomar / Perris) 8 yes; 0 no; 0 abstention. Item 4.A was approved. The Cities of Banning, Corona, Eastvale, Hemet, Jurupa Valley, Lake Elsinore, Menifee, Norco, Riverside, San Jacinto, and Temecula, the County of Riverside, Eastern Municipal Water District, Morongo Band of Mission Indians, and the Western Municipal Water District were not present.

A. Summary Minutes from the October 24, 2019, Finance Directors Committee Meeting are Available for Consideration.

Action: 1. Approved the Summary Minutes from the October 24, 2019, Finance Directors Committee meeting.

5. CONSENT CALENDAR – (Wildomar / Beaumont) 8 yes; 0 no; 0 abstention. Item 5.A was approved. The Cities of Banning, Corona, Eastvale, Hemet, Jurupa Valley, Lake Elsinore, Menifee, Norco, Riverside, San Jacinto, and Temecula, the County of Riverside, Eastern Municipal Water District, Morongo Band of Mission Indians, and the Western Municipal Water District were not present.

A. Finance Department Activities Update

Action: 1. Received and filed.

6. REPORTS / DISCUSSION

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

Andrew Ruiz reported that the 2nd Quarter Draft Budget Amendments for Fiscal Year 2019/2020 had a total Agency increase in expenditures of \$402,087, primarily related to the Western Community Energy (WCE) launch. The Budget structure is split between four departments: Administration, which includes Fiscal, Transportation & Planning, Energy, and Environmental.

As a part of the Implementation and Management Services Agreement between WRCOG and WCE, WRCOG provides administration support to implement WCE, and will continue until WCE determines if it should hire its own employees. WRCOG is also providing start-up costs for WCE. WCE will pay back WRCOG for all costs associated to the launching of WCE.

The General Fund budget amendment is due to the transfer of \$400k to WCE, which will be used for two pre-enrollment and two post-enrollment notifications that must be mailed out to all 120k customers. Upon launch in April 2020, WCE will be self-sufficient and will be able to support its ongoing operational costs, such as staffing, through its own revenues and will no longer need WRCOG to support additional expenses.

The Transportation & Planning Department's expenditures exceeded the budgeted amount by \$6k. The increase was primarily due to additional membership dues paid to the American Planning Association and job postings. The Transportation & Planning Department also received additional revenues of \$25,250 for the LTF Program. The expenditures will be offset by any additional revenues.

The Energy Department's net expenditures increased by \$9k primarily due to costs associated with recording fees with PACE provider PACE Funding. Additionally, legal costs were incurred with PACE provider SAMAS Capital in the amount of \$2k. The Energy Department also received additional revenues in the amount of \$234,425 due to the completion of two large Commercial PACE projects. With the exception of SAMAS, which is expected to pay back the legal costs, all additional costs will be offset by a decrease in other budgeted expenditures.

The Environmental Department's expenditures exceeded the budgeted amount by \$1,199 due to legal costs associated with contract reviews. These expenditures will be offset by a decrease in unused expenditures in event support.

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

(Canyon Lake / Beaumont) 9 yes; 0 no; 0 abstention. Item 6.A was approved. The Cities of Banning, Corona, Eastvale, Jurupa Valley, Lake Elsinore, Menifee, Norco, Riverside, San Jacinto, and Temecula, the County of Riverside, Eastern Municipal Water District, Morongo Band of Mission Indians, and the Western Municipal Water District were not present.

B. Presentation by PARS on WRCOG's CalPERS Unfunded Accrued Liability

Maureen Toal, Senior Vice President, provided a presentation on WRCOG's Unfunded Accrued Liability and strategies WRCOG is taking. As of June 30, 2018, WRCOG's CalPERS pension plan unfunded liability is \$3M. With the actuarial liability at \$11.6M and assets at \$8.6M, the funded ratio is 74.3%. Most California pension plans are underfunded, typically between 60 - 80%, resulting upward pressure on pension contribution rates.

Ms. Toal presented the changes CalPERS has announced with changes directly affecting unfunded liability amounts and employer contributions. The overall growth in CalPERS costs continues to outpace annual revenue growth for municipalities.

As multiple options were explained, WRCOG has taken the steps to take implement the establishment of a Section 115 Trust, which is a more conservative approach. With a Section 115 Trust, there is more local control and discretion, it increases an agency's funding flexibility, but does not directly reduce the Net Pension Liability, and assets in the Trust are not recognized when CalPERS sets contribution rates.

Action: 1. *Received and filed.*

C. Fiscal Year 2018/2019 Comprehensive Annual Report (CAFR)

Terry Shea reported on WRCOG's Comprehensive Annual Financial Report (CAFR) conducted by Rogers, Anderson, Malody & Scott, LLP (RAMS). RAMS will be assisting with WRCOG's financial statements as well as the CAFR for the Fiscal Year (FY) 2018/2019.

WRCOG received the distinguished "Certificate of Achievement for Excellence in Financial Report" from the Government Finance Officers Association for the fourth consecutive year and all signs indicate that the FY 2018/2019 CAFR will also produce the award.

The auditors are providing an unmodified opinion on the FY 2018/2019 CAFR. An unmodified opinion is the highest form of assurance an auditing firm can provide its client and means that the audit and associated agency financials are both in good form and the accounting practices are solid.

WRCOG's total net position decreased by 67%, or \$20.5 million, during FY 2018/2019 compared to the prior year's increase of \$26.4 million. The decrease in the net position was mostly due to an increase in reimbursements in the Transportation Uniform Mitigation Fee (TUMF) Program. Total liabilities increased by 27%, or \$18.3 million, during FY 2018/2019 compared to the prior year. TUMF project liabilities are programmed according to the anticipated revenue on the Transportation Improvement Program (TIP). The TIP assumed more projects to be programmed in the current fiscal year. The decrease in current assets is attributable to the difference in TUMF revenues received over projects completed and paid out.

Net Investment in Capital Assets represents 3.6%, or \$362k, of the Agency's total net position compared to 1.3%, or \$413k, for FY 2017/2018. The decrease is attributable to the depreciation of existing Capital Assets.

Restricted net position accounts for 18.7%, or \$1.9 million, compared to 72.2%, or \$22.2 million, for FY 2017/2018. This component of net position represents external restrictions imposed by creditors, grantors, contributors, or laws and regulations of other governments and restrictions imposed by law through constitutional provisions or enabling legislation.

Unrestricted net position accounts for 77.7%, or \$7.9 million, of total net position for FY 2018/2019, compared to 26.4%, or \$8.1 million, for FY 2017/2018. This component may be used to meet WRCOG's ongoing obligations to creditors.

Action: 1. Received and filed.

D. Public Service Fellowship Presentations

Rachel Singer introduced Nicholas Neidiffer, who is currently completing his Fellowship in the City of Wildomar in the Administration Services Department. Mr. Neidiffer presented on his current projects that he has assisted with and shared future plans as their fourth round of the Fellowship comes to a close at the end of March 2020.

Action: 1. Received and filed.

E. The Economy and Financial Markets Update

Mike Gardner, Senior Portfolio Manager and Dick McDonald, CFA Manager, provided an overview of CitizensTrust's and Citizens Business Bank's economic approach for 2020. Some highlights presented were that unemployment rates are at a 50-year low. With unemployment rates low, the S&P 500 is at its all-time high, with expected growth to be 10%.

Looking into the interest rate overlook, the ten-year yields have dropped nearly 175 basis points.

Some WRCOG TUMF account portfolio highlights that were presented were that the portfolio has a high degree of safety in keeping with the primary objectives of safety, liquidity, and yield. The portfolio consists of 59.3% government agency bonds, 39.3% U.S. Treasury notes, and 1.4% in a money-market fund. The average duration is 0.56 years, so the portfolio also has a high degree of liquidity.

Action: 1. Received and filed.

7. REPORT FROM THE CHIEF FINANCIAL OFFICER

Andrew Ruiz introduced Anastasia Cortes, WRCOG's new Program Manager in the Fiscal Department.

8. ITEMS FOR FUTURE AGENDAS

There were no items for future agendas.

9. GENERAL ANNOUNCEMENTS

There were no general announcements.

10. NEXT MEETING

The next Finance Directors Committee meeting is scheduled for Thursday, April 23, 2020, at 1:00 p.m., at WRCOG's office located at 3390 University Avenue, Suite 200, Riverside, CA, 92501.

11. ADJOURNMENT

The meeting of the Finance Directors Committee meeting adjourned at 1:54 p.m.



Western Riverside Council of Governments

Finance Directors Committee

Staff Report

Subject: Finance Department Activities Update

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

Date: May 7, 2020

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

Requested Action:

1. Receive and file.

Fiscal Year 2019/2020 Agency Audit

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

Fiscal Year 2020/2021 Agency Budget Development Process

Staff has begun the process of creating the Fiscal Year 2020/2021 Agency Budget and will provide presentations to the various WRCOG committees in May 2020. The Executive Committee will review and consider approving the final draft Budget during its June 2020 meeting.

Financial Report Summary Through March 2020

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

Prior Action:

April 16, 2020: The Technical Advisory Committee received and filed.

Fiscal Impact:

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

Attachment:

1. Financial Report summary through March 2020.

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Item 4.B

Finance Department Activities Update

Attachment 1

Financial Report summary through March 2020

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

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

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

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



Western Riverside Council of Governments

Finance Directors Committee

Staff Report

Subject: 3rd Quarter Draft Budget Amendment for Fiscal Year 2019/2020

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

Date: May 7, 2020

The purpose of this item is to request approval of WRCOG's 3rd Quarter Draft Budget Amendment for Fiscal Year 2019/2020.

Requested Action:

1. Recommend that the Executive Committee approve the 3rd Quarter Draft Budget Amendment for Fiscal Year 2019/2020.

Administration

Administration Department expenditures exceeded the budgeted amount by \$878, primarily due to the purchase of computer equipment and supplies. The expenditures will be offset by a reduction in computer services expenditures.

Net Expenditure increase to the Administration Department: \$0

Transportation & Planning Department

Transportation & Planning Department expenditures exceeded the budgeted amount by \$392, primarily due to parking validations for the Fellowship Program. The expenditures will be offset by a decrease in other budgeted expenditures.

Net Expenditure increase to the Transportation & Planning Department: \$0

Energy Department

Energy Department expenditures exceeded the budgeted amount by \$11,617, primarily due to costs associated with the Southern California Edison partnership in the amount of \$9,032. These costs will be offset by a decrease in other budgeted expenditures. Additionally, the Gas Company partnership had additional costs in the amount of \$893 and the Streetlights Program had additional costs of \$1,692. These costs will be offset by a decrease in other budgeted expenditures.

Net Expenditure increase to the Energy Department: \$0

Environment Department

Environment Department expenditures exceeded the budgeted amount by \$11,497 primarily due to additional materials for the Used Oil program in the amount of \$5,636 and \$5,861 in the Solid Waste Program. The Used Oil program will offset its additional expenses by reducing its advertising expenditures.

The Solid Waste program also received an additional \$5,657 in revenues, which will offset most of the additional expenses. The remaining expenses will be offset by a decrease in other budgeted expenditures

Net Expenditure increase to the Environment Department: \$5,657

Net Revenue increase to the Environment Department: \$5,657

Prior Action:

None.

Fiscal Impact:

For the 3rd Quarter of Fiscal Year 2019/2020, there will a total net increase in expenditures of \$5,657 along with a total increase in revenues of \$5,657.

Attachment:

1. 3rd Quarter Draft Budget amendment for Fiscal Year 2019/2020.

Item 5.A

3rd Quarter Draft Budget
Amendment for Fiscal Year
2019/2020

Attachment 1

3rd Quarter Draft Budget amendment
for Fiscal Year 2019/2020

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Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2020

Thru 3/31/2020 Actual	Approved 6/30/2020 Budget	Amendment Needed 3/31/2020
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Program: Administration

Computer Equipment/Supplies	1,596	1,000	(596)
Subscription/Publications	1,009	1,000	(9)
Other Household Exp	273	-	(273)
Communications - Computer Services	21,563	55,000	878
Total net (increase)/decrease			-

**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2020**



Thru 3/31/2020 Actual	Approved 6/30/2020 Budget	Amendment Needed 3/31/2020
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Program: Solid Waste

Solid Waste Revenues	112,970	107,313	5,657
SW/WMRD - GENERAL LEGAL SVS	1,213	1,136	(77)
SWMD - Event Support	12,000	27,982	204
SW WMRD-Meals	705	500	(205)
Consulting Labor	5,579	-	(5,579)
Total net (increase)/decrease			-

Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2020



Thru 3/31/2020 Actual	Approved 6/30/2020 Budget	Amendment Needed 3/31/2020
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Program: Used Oil

Event Support	82,147	78,783	(3,364)
Supplies/Materials	17,272	15,000	(2,272)
Advertisement Radio & TV Ads	22,000	72,000	5,636
Total net (increase)/decrease			-

**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2020**

Thru 3/31/2020 Actual	Approved 6/30/2020 Budget	Amendment Needed 3/31/2020
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Program: Edison Partnership

Salaries & Wages-SCE Implmntn	14,954	10,686	(4,268)
Fringe Benefits	4,527	4,256	(271)
Overhead Allocation	15,762	11,269	(4,493)
General Legal Services	-	501	501
Parking Validations	81	500	419
Event Support	42	5,000	4,958
Meeting Support Services	-	1,000	1,000
Seminars/Conferences	-	675	675
Meals	-	500	500
Training	-	750	750
Supplies/Materials	74	500	229
Total net (increase)/decrease			-

**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2020**

Thru 3/31/2020 Actual	Approved 6/30/2020 Budget	Amendment Needed 3/31/2020
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Program: Gas Company Partnership

Overhead Allocation	32,666	32,234	(432)
General Legal Services	461	-	(461)
Event Support	986	6,000	893
Total net (increase)/decrease			-

**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2020**

Thru 3/31/2020 Actual	Approved 6/30/2020 Budget	Amendment Needed 3/31/2020
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Program: Streetlights

Event Support	1,614	-	(1,614)
Meeting&Support	-	1,098	1,098
Meals	327	250	(77)
Supplies/Materials	257	1,500	594
Total net (increase)/decrease			-

**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2020**

Thru 3/31/2020 Actual	Approved 6/30/2020 Budget	Amendment Needed 3/31/2020
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Program: Local Transportation Fund

Travel - Mileage Reimbursement	1,692	1,570	(122)
Tranportation Planning Consulting Labor	135,817	337,328	122
Total net (increase)/decrease			-

Thru	Approved	Amendment
3/31/2020	6/30/2020	Needed
Actual	Budget	3/31/2020

Program: Fellowship

Fellowship

General Legal Services	-	2,000	270
Parking Validations	735	500	(235)
Event Support FELLOWSHIP	785	750	(35)

Total net (increase)/decrease -



Western Riverside Council of Governments

Finance Directors Committee

Staff Report

Subject: Preliminary Draft Fiscal Year 2020/2021 Agency Budget

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

Date: May 7, 2020

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

Requested Action:

1. Discuss and provide direction.

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

Budget Review and Adoption Schedule

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

- May 4, 2020: Executive Committee
- **May 7, 2020: Finance Directors Committee**
- May 13, 2020: Administration & Finance Committee
- May 21, 2020: Technical Advisory Committee
- June 1, 2020: Final approval by the Executive Committee and adoption by the General Assembly

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

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

FY 2020/2021 Preliminary Draft Budget

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

The “Administration Total” tab includes the default Administration Program. The majority of the revenues for the Administration Program is generated from member dues. Budgeted expenditures include salaries and benefits of Administration employees, including the Executive Director and the staff in the Government Relations, Administrative Services, and Fiscal divisions. The Administration Program also includes WRCOG’s lease and audit, bank, legal, IT, and consulting fees. Expenditures have historically exceeded revenues in this Program so the Agency charges overhead to the remaining departments to balance the budget. The overhead is determined during the creation of the Budget and is simply the amount necessary to have revenues equal expenditures. Departments will show the amount of overhead it is paying in the General Operations line item. The amount provided by the various departments will then be transferred out to the Administration Program to balance its budget. Total revenues and transfers in for the Administration Department equal \$2,872,930 against \$2,872,930 in expenditures.

The Energy Department includes the following Programs: PACE Residential, PACE Commercial, Streetlights, WREP Partnership, and Regional Energy Network (REN).

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

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

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

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

Total budgeted Energy Departmental revenues equal \$2,439,335 against \$2,368,216 in expenditures, which represents a 12% decline compared to last fiscal year.

The Environmental Department includes the Solid Waste, Clean Cities, and Used Oil Programs, which receive local, federal, and state funding to provide services to WRCOG’s member agencies. The Environmental Department revenues remain relatively unchanged with the exception of an additional household hazardous

waste grant for FY 2020/2021. Total budgeted Environmental Department revenues equal \$814,366 against \$814,366 in expenditures, which represents a 17% increase compared to last fiscal year.

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

The majority of revenues received in the Transportation Department come from the TUMF Program, which WRCOG anticipates receiving approximately \$32M in revenues from Development Impact Fees in FY 2020/2021, which is approximately a 35% reduction in revenues from FY 2019/2020. Specifically, the industrial and single-family residential land use types have seen a decline this past fiscal year, but the reduction is also an overall reduction in anticipation of potential COVID-19-related impacts. Total budgeted Transportation & Planning revenues equal \$32,339,600 against \$32,339,600 in expenses, which represents a 35% decrease compared to last fiscal year.

WRCOG also supports two other entities, Western Community Energy (WCE) and the Riverside County Habitat Conservation Authority (RCHCA). WCE is a Community Choice Aggregation Program, which has now launched and will be self-sustaining going into FY 2020/2021. WCE will also pay back WRCOG's General Fund for the upfront costs expended toward the Program development, which is anticipated to be over \$2M. Total budgeted overhead transfers from WCE and RCHCA equal \$693,000.

Update on FY 2019/2020 Fiscal Goals

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

The CalPERS Unfunded Accrued Liability (UAL) is a liability of retirement contributions that public agencies are expected to pay back over a certain period to CalPERS. Staff worked through its committees and ultimately received direction to reduce its UAL term to 15 years and to establish a Section 115 Trust as a separate investment account to make additional contributions to the UAL. Due to COVID-19, CalPERS does expect some impacts to the UAL contributions; however, it is too early to tell the long-term impacts. CalPERS has indicated it will be working on fiscal impact reports in the coming months.

WRCOG moved to Citrus Tower in December 2017 and was unable to utilize the 12,700 square feet that was on the 4th floor, so staff worked through its committees and received direction to relocate its offices to the second floor of the same building where there was approximately 4,000 square feet less. Staff is also subleasing approximately 1,500 square feet to DTA. This additional space provides revenue to help cover the office lease, but also gives WRCOG the option to grow into its existing space if the Agency grows outside of its current area. Overall, the move will save the Agency approximately \$1M during the life of the lease.

Since 2018, staff has actively sought to add additional Commercial PACE (C-PACE) providers to operate within the WRCOG statewide PACE footprint. In addition to Greenworks Lending, staff have onboarded Clean Fund, Twain Financial Partners, and Lord Capital PACE, and are in the process of onboarding Lever Capital. Apart from Clean Fund, all these providers can operate statewide through the WRCOG PACE Program. C-PACE is distinguished from residential PACE in that the financing can be used for new commercial construction, seismic strengthening and refinancing; these attributes are making C-PACE a more attractive financing option. Additionally, the project size for many C-PACE assessments exceed \$1M and staff is now seeing project sizes in excess of \$20M. As more commercial banks and developers become aware of the benefits of C-PACE, staff thinks this will result in significant increases in activity and, therefore, revenue to WRCOG. As noted earlier, with COVID-19, C-PACE is expected to decline going into FY 2020/2021.

Total Agency revenue for FY 2020/2021, plus transfers from other departments for overhead, is projected to be \$40,442,624 against total Agency expenditures of \$40,371,508. This represents a total decrease of approximately 30% in WRCOG's Budget compared to FY 2019/2020.

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

Prior Action:

None.

Fiscal Impact:

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

Attachment:

1. Preliminary draft summary Agency Budget for Fiscal Year 2020/2021.

Item 5.B

Preliminary Draft Fiscal Year
2020/2021 Agency Budget

Attachment 1

Preliminary draft summary Agency
Budget for Fiscal Year 2020/2021

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

Total Agency Budget

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Revenues and Transfers in			
Member Dues	311,410	311,410	311,410
General Assembly Revenue	-	300,000	300,000
Interest Revenue - Other	83,587	25,000	25,000
Operating Transfer In	1,234,219	1,996,602	2,136,520
Clean Cities	246,910	210,500	175,000
Solid Waste	112,970	107,313	112,970
Used Oil	377,654	377,654	376,396
HHW Grant	-	-	60,000
Gas Company Revenue	45,099	108,400	108,400
Regional Streetlights Revenue	301,710	187,511	201,915
WRCOG HERO	114,591	247,800	136,290
PACE Residential	46,193	76,500	78,000
PACE Commercial	321,903	436,925	200,000
CA HERO	789,088	1,671,200	1,464,730
Commerical/Service	59,098	47,284	41,137
Retail	103,026	109,687	89,632
Industrial	213,414	502,285	236,729
Single Family Residential	588,028	1,121,669	652,270
Multi-Family	241,077	199,074	267,415
Commercial/Svcs - Admin Portion	1,418,348	1,134,806	987,281
Retail - Admin Portion	2,472,618	2,632,497	2,151,178
Industrial - Admin Portion	5,121,936	12,054,852	5,681,507
Single Family Residential - Admin Portion	14,112,676	26,920,065	15,654,486
Multi Family - Admin Portion	5,785,859	4,777,779	6,417,964
LTF Revenue	800,250	775,000	676,500
Revenue - RIVTAM	137,500	140,000	50,000
Grant Revenue	-	-	100,000
CAP Grant Revenue	182,167	17,631	260,000
Adaptation Grant Revenue	106,100	125,000	409,894
Local Jurisdiction Match	-	-	100,000
Program Carryover	620,000	620,000	250,000
Fund Balance Carryover	175,000	175,000	730,000
Total Revenues and Transfers in	\$ 36,122,431	\$ 57,409,446	\$ 40,442,624
Expenses			
Salaries	1,175,371	1,939,032	2,020,243
Benefits	748,567	921,389	1,024,916
Overhead	1,267,285	1,877,020	1,443,520
Legal	149,509	391,684	285,600
Advertising Media	19,820	82,000	64,778
Audit Svcs - Professional Fees	21,700	30,500	35,000
Auto Fuels Expense	730	1,500	1,500
Auto Insurance	4,264	2,000	4,500

Auto Maintenance Expense	-	500	500
Bank Fees	9,200	40,150	33,885
Coffee and Supplies	2,178	2,500	3,000
COG HERO Share Expenses	1,441	10,000	5,000
Commissioner Per Diem	31,500	62,550	62,500
Communications - Web Site	5,650	8,000	8,000
Communications - Cellular Phones	4,343	17,500	13,500
Communications - Computer Services	25,063	57,500	53,000
Communications - Regular Phone	11,788	16,000	16,000
Computer Equipment/Supplies	3,209	8,631	13,000
Computer Hardware	1,471	9,500	9,500
Computer Maintenance	13,212	21,000	21,000
Computer Software	57,092	84,500	80,500
Consulting Labor	873,175	2,177,945	2,281,063
Equipment Maintenance - General	4,055	10,000	8,000
Event Support	119,147	174,934	170,047
Fund Balance Carryover	160,000	220,000	402,513
General Assembly Expenses	-	300,000	300,000
General Supplies	27	2,590	1,500
Insurance - Gen/Busi Liab/Auto	84,320	104,000	115,500
Lodging	1,932	8,373	7,250
Meals	4,678	8,370	8,400
Meeting Support Services	185	9,698	9,250
Membership Dues	2,100	32,715	32,750
Misc. Office Equipment	-	1,000	1,000
Office Equipment Purchased	135,408	200,000	
Office Lease	219,684	465,000	465,000
OPEB Repayment	110,526	110,526	110,526
Other Expenses	1,440	7,850	8,750
Parking Cost	-	10,000	20,000
Parking Validations	9,474	15,900	15,827
Postage	2,052	5,600	5,350
Printing Services	7,869	7,500	5,000
Program/Office Supplies	8,631	18,173	17,700
Recording Fee	92,812	260,741	173,525
Rent/Lease Equipment	9,828	30,000	20,000
Seminar/Conferences	1,558	11,230	10,650
Staff Education Reimbursement	-	7,500	7,500
Staff Recognition	184	800	1,000
Storage	3,752	10,000	9,500
Subscriptions/Publications	1,984	3,225	4,250
Supplies/Materials	15,121	22,800	27,250
Training	4,895	8,500	10,000
Travel - Airfare	1,683	12,250	9,750
Travel - Ground Transportation	837	5,410	4,550
Travel - Mileage Reimbursement	8,453	19,320	16,250
TUMF Project Reimbursement	20,139,433	45,000,000	30,892,416
Total Expenses	\$ 25,578,638	\$ 54,865,406	\$ 40,371,508



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

Administration

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Revenues and Transfers in			
Member Dues	311,410	311,410	311,410
General Assembly Revenue	-	300,000	300,000
Interest Revenue - Other	83,587	25,000	25,000
Fund Balance Carryover	125,000	125,000	100,000
Operating Transfer In	1,234,219	1,996,602	2,136,520
Total Revenues and Transfers in	\$ 1,754,216	\$ 2,758,012	\$ 2,872,930
Expenses			
Salaries	369,792	464,260	513,254
Benefits	467,047	500,925	570,265
General Legal Services	26,768	75,000	75,000
Audit Svcs - Professional Fees	21,700	30,500	35,000
Bank Fees	1,873	2,000	2,385
Commissioners Per Diem	29,700	60,000	60,000
Parking Cost	-	10,000	20,000
Office Lease	219,684	465,000	465,000
WRCOG Auto Fuels Expenses	730	1,500	1,500
WRCOG Auto Maintenance Expense	-	500	500
Parking Validations	6,903	10,000	10,000
Staff Recognition	184	800	1,000
Coffee and Supplies	2,178	2,500	3,000
Event Support	15,656	50,000	45,000
Program/Office Supplies	8,611	15,000	15,000
Computer Equipment/Supplies	1,596	1,000	2,000
Computer Software	-	20,000	20,000
Rent/Lease Equipment	9,828	30,000	20,000
Membership Dues	1,785	30,000	30,000
Subscription/Publications	1,009	1,000	2,000
Postage	679	2,500	1,500
Other Household Exp	273	-	500
Storage	-	-	1,500
Printing Services	7,302	500	1,000
Computer Hardware	1,471	8,000	8,000
Communications - Regular Phone	11,788	16,000	16,000
Communications - Cellular Phones	2,666	8,500	7,500
Communications - Computer Services	21,563	55,000	50,000
Communications - Web Site	5,650	8,000	8,000
Equipment Maintenance - General	4,055	10,000	8,000
Equipment Maintenance - Comp/Software	13,212	20,000	20,000
Insurance - Errors & Omissions	-	11,500	15,000
Insurance - Gen/Busi Liab/Auto	79,928	82,000	92,000
WRCOG Auto Insurance	4,264	2,000	4,500
Seminars/Conferences	570	3,000	3,000

General Assembly Expenses	-	300,000	300,000
Travel - Mileage Reimbursement	343	2,000	2,000
Travel - Ground Transportation	433	1,500	1,500
Travel - Airfare	1,404	2,000	4,000
Lodging	-	1,000	3,000
Meals	1,637	2,500	2,500
Other Incidentals	267	1,000	2,000
Training	4,208	5,000	7,500
OPEB Repayment	110,526	110,526	110,526
Staff Education Reimbursement	-	7,500	7,500
Consulting Labor	102,595	200,000	200,000
Computer Equipment/Software	-	3,000	5,000
Fund Balance Carryover			106,000
Office Equipment Purchased	135,408	200,000	
Total Expenses	\$ 1,695,286	\$ 2,833,011	\$ 2,878,930



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

Energy and Environment

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

Revenues and Transfers in

Clean Cities	246,910	210,500	175,000
Solid Waste	112,970	107,313	112,970
Used Oil	377,654	377,654	376,396
HHW Grant	-	-	60,000
Fund Balance Transfers	-	-	90,000
Total Revenues and Transfers in	\$ 737,534	\$ 695,467	\$ 814,366

Expenses

Salaries	132,545	197,629	236,347
Benefits	41,686	60,061	82,113
Overhead	83,007	113,320	88,047
Legal	1,581	2,000	4,500
Parking Validations	235	1,250	1,627
Event Support	96,789	111,402	110,000
Program/Office Supplies	-	2,223	2,000
Postage	63		750
Meeting Support Services	185	6,600	6,500
Other Expenses	210	500	1,000
Cellular Phones	227	1,000	1,000
Storage	3,752	10,000	8,000
Printing Services	-	5,000	2,000
Insurance - Gen/Busi Liab/Auto	275	2,000	2,000
Travel - Mileage Reimbursement	2,107	4,500	4,500
Travel - Ground Transportation		1,100	1,250
Travel - AirFare	-	750	750
Meals	866	2,100	2,500
Other Incidentals	21	1,100	500
Supplies/Materials	14,236	16,600	21,500
General Supplies	-	590	500
Computer Supplies	881	881	1,000
Consulting Labor	36,759	68,611	166,955
Subscriptions/Publications	-	250	250
Membership Dues	-	1,500	1,500
Training	-	500	500
Seminars/Conferences	210	2,000	2,000
Advertising Media	19,820	82,000	64,778
Total Expenses	435,454	695,467	814,366



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

Energy and Environment

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Program: Clean Cities			
Revenues and Transfers in			
Clean Cities - AB2766	109,350	128,000	95,000
Clean Cities - Non-AB	41,850		35,000
Clean Cities - Federal	95,710	82,500	45,000
Fund Balance Carryover	-	-	75,000
Total Revenues	\$ 246,910	\$ 210,500	\$ 250,000
Expenses			
Salaries	42,941	57,920	78,388
Benefits	12,998	17,035	27,343
Overhead	45,831	57,555	55,546
Parking Validations	23	500	500
Event Support	2,642	3,500	5,000
Program/Office Supplies	-	629	500
Postage	63	-	500
Meeting Support Services	-	600	500
Travel - Mileage Reimbursement	387	1,000	1,000
Travel - Ground Transportation	-	350	500
Meals	146	600	500
Other Incidentals	-	600	500
Supplies/Materials	908	1,600	1,500
Consulting Labor	31,180	68,611	77,723
Total Expenses	\$ 137,119	\$ 210,500	\$ 250,000



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

Energy and Environment

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Program: Solid Waste			
Revenues			
Member Dues	112,970	107,313	112,970
Fund Balance Carryover	-	-	15,000
Total Revenues	\$ 112,970	\$ 107,313	\$ 127,970
Expenses			
Salaries	26,235	40,199	44,330
Benefits	7,520	11,274	15,409
Overhead	12,000	18,000	12,000
Legal	1,213	-	2,500
Parking Validations	213	500	500
Event Support	12,000	29,119	15,000
General Supplies	-	590	500
Computer Supplies	881	881	1,000
Subscriptions/Publications	-	250	250
Meeting Support Services	185	1,000	1,000
Postage	1	-	250
Other Expenses	210	500	1,000
Cellular Phones	227	1,000	1,000
Seminars/Conferences	185	500	500
Travel - Mileage Reimbursement	661	1,000	1,000
Travel - Ground Transportation	-	250	250
Travel - AirFare	-	750	750
Meals	705	500	1,000
Other Incidentals	21	500	-
Training	-	500	500
Consulting Labor	5,579	-	29,232
Total Expenses	\$ 67,834	\$ 107,313	\$ 127,970



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

Energy and Environment

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

Revenues

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

Expenses

Salaries	63,369	99,510	113,630
Benefits	21,168	31,752	39,362
Overhead	25,176	37,765	20,500
Legal	368	2,000	2,000
Parking Validations	-	250	627
Event Support	82,147	78,783	90,000
Program/Office Supplies	-	1,594	1,500
Membership Dues	-	1,500	1,500
Meeting Support Services	-	5,000	5,000
Storage	3,752	10,000	8,000
Printing Services	-	5,000	2,000
Insurance - Gen/Busi Liab/Auto	275	2,000	2,000
Seminars/Conferences	25	1,500	1,500
Travel - Mileage Reimbursement	1,059	2,500	2,500
Travel - Ground Transportation	-	500	500
Meals	15	1,000	1,000
Supplies/Materials	13,327	15,000	20,000
Advertising Media	19,820	82,000	64,778
Total Expenses	\$ 230,501	\$ 377,654	\$ 376,396

Program: HHW Grant			
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Revenues

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

Expenses

Consulting Labor	-	-	60,000
Total Expenses	\$ -	\$ -	\$ 60,000



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

Energy and Environment

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Total Energy			
Revenues and Transfers in			
Gas Company Revenue	45,099	108,400	108,400
Regional Streetlights Revenue	301,710	187,511	201,915
WRCOG HERO	114,591	247,800	136,290
PACE Residential	46,193	76,500	78,000
PACE Commercial	321,903	436,925	200,000
CA HERO	789,088	1,671,200	1,464,730
Fund Balance Transfers	50,000	50,000	250,000
Total Revenues and Transfers in	\$ 1,668,584	\$ 2,778,336	\$ 2,439,335
Expenses			
Salaries	212,837	374,906	369,615
Benefits	92,594	139,544	139,761
Overhead	590,942	873,700	625,618
Legal	113,420	242,684	153,500
Consulting Labor	116,747	479,486	521,337
Bank Fee	1,638	21,638	16,500
Parking Validations	264	2,150	1,200
Postage	1,267	2,700	2,450
Commissioners Per Diem	1,800	2,550	2,500
Celluar phone	891	4,500	1,000
COG HERO Share Expenses	1,441	10,000	5,000
Communication - Comp Scvs	3,500	2,500	3,000
Computer Maintenance	-	1,000	1,000
Computer Software	-	5,000	2,000
Computer Supplies	-	2,500	1,500
Computer/Hardware	-	1,500	1,500
Event Support	2,635	9,500	10,547
General Supplies	27	2,000	1,000
Insurance - Gen/Busi Liab/Auto	2,173	3,500	3,500
Meeting Support Services	-	2,848	2,500
Program/Office Supplies	21	950	700
Recording Fee	92,812	260,741	173,525
Other Expenses	461	4,500	4,000
Misc. Office Equipment	-	1,000	1,000
Membership Dues	100	1,000	1,000
Seminar/Conferences	48	4,000	3,000
Subscriptions/Publications	-	500	500
Lodging	148	3,880	2,750
Meals	600	2,050	1,800



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

Energy and Environment

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Supplies/Materials	257	3,700	3,250
Training	688	3,000	2,000
Travel - Airfare	279	8,500	6,000
Travel - Ground Transportation	146	1,900	1,400
Travel - Mileage Reimbursement	2,897	6,750	5,750
Fund Balance Carryover	-	60,000	296,513
Total Expenses	1,240,630	2,546,677	2,368,216



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

Energy and Environment

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Program: WRCOG HERO			
Revenues			
WRCOG HERO Revenue	57,539	142,500	78,375
WRCOG HERO Recording Revenue	57,052	105,300	57,915
Total Revenues	\$ 114,591	\$ 247,800	\$ 136,290
Expenses			
Salaries	8,693	25,469	18,784
Benefits	5,200	7,796	7,818
Overhead	33,336	50,000	24,000
Legal	42,590	60,000	40,000
Bank Fee	-	5,000	-
Parking Validations	-	500	-
General Supplies	-	500	500
Computer Supplies	-	500	-
Computer Software	-	2,500	-
Meeting Support Services	-	250	-
Postage	-	250	-
Celluar phone	354	2,000	-
PACE Residential Recording	5,983	34,906	20,000
Seminar/Conferences	-	500	-
Travel - Mileage Reimbursement	70	2,000	500
Travel - Ground Transportation	-	500	-
Travel-AirFare	-	1,500	-
Lodging	-	630	-
Meals	-	500	-
Other Incidentals	230	1,500	1,500
Training	-	1,000	-
Consulting Labor	6,570	50,000	23,188
Total Expenses	\$ 103,027	\$ 247,800	\$ 136,290



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

Energy and Environment

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Program: Gas Company Partnership			
Revenues			
Gas Company Revenue	45,099	108,400	108,400
Total Revenues	\$ 45,099	\$ 108,400	\$ 108,400
Expenses			
Salaries	31,917	44,680	44,454
Benefits	9,866	15,469	13,981
Overhead	33,806	38,000	39,618
Legal	461	-	500
Parking Validations	46	-	50
Event Support	1,020	8,000	7,547
Program/Office Supplies	-	200	200
Meeting Support Services	-	500	500
Postage	-	250	250
Travel - Mileage Reimbursement	594	750	750
Travel - Ground Transportation	8	-	-
Meals	-	300	300
Supplies/Materials	-	250	250
Total Expenses	\$ 77,717	\$ 108,400	\$ 108,400



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

Energy and Environment

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Program: Streetlights			
Revenues			
Regional Streetlights Revenue	301,710	187,511	201,915
Fund Balance Transfer			50,000
Total Revenues	\$ 301,710	\$ 187,511	\$ 251,915
Expenses			
Salaries	27,071	63,814	70,296
Benefits	14,792	22,186	21,382
Overhead	40,000	60,000	60,000
Legal	1,692	8,362	1,500
Streetlights Bank Fees	1,638	1,638	1,500
Parking Validations Street Light	43	150	150
Event Support	1,614	-	2,000
Program/Office Supplies	21	750	500
Meeting&Support	-	1,098	1,000
POSTAGE	74	200	200
Seminars/Conferences	48	500	500
Travel - Mileage Reimbursement	590	1,500	1,500
Travel-Ground Transportation	-	150	150
Meals	327	250	500
Supplies/Materials	257	1,500	1,500
Consulting Labor	19,567	25,000	89,237
Total Expenses	\$ 107,734	\$ 187,099	\$ 251,915



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

Energy and Environment

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Program: REN			
Transfers In			
Fund Balance Carryover	50,000	50,000	200,000
Total Transfers In	\$ 50,000	\$ 50,000	\$ 200,000
Expenses			
Salaries	-	-	10,991
Benefits	-	-	3,562
General Legal Services	737	1,000	2,500
Travel - Mileage Reimbursement	-	-	500
Travel - Ground Transportation	121	250	250
Lodging	148	250	750
Meals	208	500	500
Consulting Labor	35,647	48,000	180,947
Total Expenses	\$ 36,861	\$ 50,000	\$ 200,000



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Energy and Environment

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

Revenues

Recording Revenue

Total Revenues

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



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For the Year Ending June 30, 2021**

Energy and Environment

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Program: California First			
Revenues			
Residential Sponsor Revenue	7,014	20,000	13,000
Residential Recording Revenue	3,688	4,000	4,000
Total Revenues	\$ 10,702	\$ 24,000	\$ 17,000
Expenses			
Salaries	1,461	2,962	5,984
Benefits	464	691	1,514
Overhead	8,000	12,000	4,000
Legal	-	2,000	1,000
PACE Residential Recording	1,013	4,000	3,383
Consulting Labor	810	2,347	1,000
Total Expenses	\$ 11,748	\$ 24,000	\$ 16,881



**Western Riverside Council of Governments
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Energy and Environment

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Program: PACE Funding			
Revenues			
Residential Sponsor Revenue	28,728	50,000	35,000
Residential Recording Revenue	5,701	2,500	25,000
Total Revenues	\$ 34,429	\$ 52,500	\$ 60,000
Expenses			
Salaries	1,457	2,962	20,139
Benefits	464	691	9,023
Overhead	16,000	24,000	12,000
Recording Fee-PACE	8,902	8,902	10,342
Travel - Airfare	-	1,000	1,000
Consulting Labor-PACE	4,995	14,945	7,496
Total Expenses	31,818	52,500	60,000



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Energy and Environment

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Program: Greenworks Lending			
Revenues			
Commercial Sponsor Revenue	62,478	100,000	100,000
Commercial Recording Revenue	-	20,000	
Total Revenues	\$ 62,478	\$ 120,000	\$ 100,000
Expenses			
Salaries	8,980	18,146	-
Benefits	4,776	7,161	-
Overhead	46,464	69,700	-
Recording Fee	303	5,000	5,000
Consulting Labor	-	11,694	25,000
Total Expenses	\$ 60,523	\$ 111,701	\$ 30,000



**Western Riverside Council of Governments
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Energy and Environment

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Program: Ygrene			
Revenues			
Commercial Sponsor Revenue	-	5,000	-
Commercial Recording Revenue	-	2,500	-
Total Revenues	\$ -	\$ 7,500	\$ -
Expenses			
General Legal Services	618	5,000	-
Recording Fee	-	2,500	-
Total Expenses	\$ 618	\$ 7,500	\$ -



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Annual Budget
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Energy and Environment

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Program: Lord Capital			
Revenues			
Commercial Sponsor Revenue	-	10,000	-
Commercial Recording Revenue	-	2,500	-
Total Revenues	\$ -	\$ 12,500	\$ -
Expenses			
General Legal Services	-	2,500	-
Recording Fee	-	5,000	-
Consulting Labor	-	12,500	-
Total Expenses	\$ -	\$ 20,000	\$ -



**Western Riverside Council of Governments
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Energy and Environment

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Program: Twain			
Revenues			
PACE Commercial Sponsor Revenue	259,425	259,425	100,000
Commercial Recording Revenue	-	5,000	-
Total Revenues	\$ 259,425	\$ 264,425	\$ 100,000
Expenses			
Salaries	-	-	22,671
Benefits	-	-	7,045
Overhead	-	-	36,000
Legal	6,429	8,822	8,000
Recording Fee	-	5,000	5,000
Consulting Labor	-	22,500	21,284
Total Expenses	\$ 6,429	\$ 36,322	\$ 100,000



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Energy and Environment

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Program: Clean Fund			
Revenues			
PACE Commercial Sponsor Revenue	-	15,000	-
Commercial Recording Revenue	-	5,000	-
Total Revenues	\$ -	\$ 20,000	\$ -
Expenses			
General Legal Services	-	2,500	-
Recording Fee	-	5,000	-
Consulting Labor	-	12,500	-
Total Expenses	\$ -	\$ 20,000	\$ -



**Western Riverside Council of Governments
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Energy and Environment

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Program: Lever			
Revenues			
PACE Commercial Sponsor Revenue	-	10,000	-
Commercial Recording Revenue	-	2,500	-
Total Revenues	\$ -	\$ 12,500	\$ -
Expenses			
General Legal Services	-	2,500	-
Recording Fee	-	5,000	-
Consulting Labor	-	5,000	-
Total Expenses	\$ -	\$ 12,500	\$ -



**Western Riverside Council of Governments
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Energy and Environment

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Program: CA HERO			
Revenues			
HERO Sponsor Revenue	285,696	680,000	272,000
HERO Administrative Revenue	320,530	570,000	1,024,250
CA-HERO Recording fee Revenue	182,862	421,200	168,480
Total Revenues	\$ 789,088	\$ 1,671,200	\$ 1,464,730
Expenses			
Salaries	133,257	216,872	176,295
Benefits	57,032	85,550	75,436
Overhead	413,336	620,000	450,000
Legal	60,894	150,000	100,000
Bank Fees	-	15,000	15,000
Commissioners Per Diem	1,800	2,550	2,500
Parking Validations	175	1,500	1,000
Event Support	-	1,500	1,000
General Supplies	27	1,500	500
Computer Supplies	-	2,000	1,500
Computer Software	-	2,500	2,000
Membership Dues	100	1,000	1,000
Subscriptions/Publications	-	500	500
Meeting Support Services	-	1,000	1,000
Postage	1,193	2,000	2,000
Other Expenses	-	500	500
COG HERO Share Expenses	1,441	10,000	5,000
Computer/Hardware	-	1,500	1,500
Misc. Office Equipment	-	1,000	1,000
Cellular Phone	537	2,500	1,000
Communications Computer Servic	3,500	2,500	3,000
Computer Maintenance	-	1,000	1,000
Insurance - Gen/Busi Liab/Auto	2,173	3,500	3,500
Recording Fee	76,611	185,433	129,800
Seminar/Conferences	-	3,000	2,500
Travel - Mileage Reimbursement	1,643	2,500	2,500
Travel - Ground Transportatoin	17	1,000	1,000
Travel - Airfare	279	6,000	5,000
Lodging	-	3,000	2,000
Meals	65	500	500
Statewide Other Incidentals	230	2,500	2,000
Training	688	2,000	2,000
Supplies/Materials	-	1,950	1,500
Consulting Labor	49,158	275,000	173,186
Fund Balance Carryover	-	60,000	296,513
Total Expenses	\$ 804,154	\$ 1,668,855	\$ 1,464,730



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

Transportation and Planning

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Total Transportation and Planning			
Revenues and Transfers in			
Commerical/Service	59,098	47,284	41,137
Retail	103,026	109,687	89,632
Industrial	213,414	502,285	236,729
Single Family Residential	588,028	1,121,669	652,270
Multi-Family	241,077	199,074	267,415
Commercial/Svcs - Admin Portion	1,418,348	1,134,806	987,281
Retail - Admin Portion	2,472,618	2,632,497	2,151,178
Industrial - Admin Portion	5,121,936	12,054,852	5,681,507
Single Family Residential - Admin Portion	14,112,676	26,920,065	15,654,486
Multi Family - Admin Portion	5,785,859	4,777,779	6,417,964
LTF Revenue	800,250	775,000	676,500
Revenue - RIVTAM	137,500	140,000	50,000
Grant Revenue	-	-	100,000
CAP Grant Revenue	182,167	17,631	260,000
Adaptation Grant Revenue	106,100	125,000	409,894
Local Jurisdiction Match	-	-	100,000
Program Carryover	620,000	620,000	250,000
Fund Balance Carryover			290,000
Total Revenues and Transfers In	\$ 31,962,097	\$ 51,177,631	\$ 34,315,995
Expenses			
Salaries	460,198	902,237	901,027
Benefits	147,240	220,858	232,776
Overhead	593,336	890,000	729,855
Legal	7,739	72,000	52,600
Bank Fees	5,690	16,512	15,000
Parking Validations	2,073	2,500	3,000
Event Support	4,068	4,032	4,500
Supplies/Materials	628	2,500	2,500
Computer Supplies	732	1,000	1,000
Computer Software	57,092	59,500	58,500
Membership Dues	215	215	250
Subscriptions/Publications	975	1,475	1,500
Postage	43	400	650
Other Household Expenses	210	250	250
Printing Services	567	2,000	2,000
Communications - Cellular Phones	559	3,500	4,000
Computer Equipment	-	250	2,500
Insurance - Gen/Busi Liab/Auto	1,944	5,000	3,000



**Western Riverside Council of Governments
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Transportation and Planning

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Seminars/Conferences	730	2,230	2,650
Travel - Mileage Reimbursement	3,106	6,070	5,500
Travel - Ground Transportation	258	910	900
Travel-Airfare	-	1,000	1,000
Lodging	1,784	3,493	3,500
Meals	1,575	1,720	2,100
Other Incidentals	-	500	500
Meeting Support Services	-	250	250
Consulting Labor	617,075	1,429,848	1,392,271
TUMF Project Reimbursement	20,139,433	45,000,000	30,892,416
Fund Balance Carryover	160,000	160,000	-
Total Expenses	\$ 22,207,268	\$ 48,790,250	\$ 34,315,995



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

Transportation and Planning

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Program: TUMF			
Revenues			
Commerical/Service	59,098	47,284	41,137
Retail	103,026	109,687	89,632
Industrial	213,414	502,285	236,729
Single Family Residential	588,028	1,121,669	652,270
Multi-Family	241,077	199,074	267,415
Commercial/Svcs - Admin Portion	1,418,348	1,134,806	987,281
Retail - Admin Portion	2,472,618	2,632,497	2,151,178
Industrial - Admin Portion	5,121,936	12,054,852	5,681,507
Single Family Residential - Admin Portion	14,112,676	26,920,065	15,654,486
Multi Family - Admin Portion	5,785,859	4,777,779	6,417,964
Fund Balance Carryover			160,000
Total Revenues	\$ 30,116,080	\$ 49,500,000	\$ 32,339,600

Expenses			
Salaries & Wages Fulltime	186,929	367,183	375,969
Fringe Benefits	80,365	126,255	105,847
Overhead Allocation	493,336	740,000	550,000
General Legal Services	7,279	65,000	50,000
Bank Fees	5,690	16,512	15,000
Parking Validations	873	1,500	1,500
Event Support	975	975	1,000
General Supplies	606	1,000	1,000
Computer Supplies	732	1,000	1,000
Computer Software	57,092	59,500	58,500
Membership Dues	215	215	250
Subscriptions/Publications	975	1,475	1,500
POSTAGE	43	50	50
Other Household Expenses	210	250	250
Printing Services	567	2,000	2,000
Cellular Phone	559	3,000	3,000
Computer Equipment	-	250	2,500
Insurance - Gen/Busi Liab/Auto	1,944	5,000	3,000
Seminar/Conferences	150	1,500	1,500
Travel - Mileage Reimbursement	1,110	2,500	2,000
Travel - Ground Transportation	127	500	500
Travel-AirFare	-	1,000	1,000
Lodging	292	2,000	2,000
Meals	1,120	1,120	1,500
Other Incidentals	-	500	500
Outside Consultants	117,568	419,715	265,819



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Transportation and Planning

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
TUMF Project Reimbursement	20,139,433	45,000,000	30,892,416
Fund Balance Carryover	160,000	160,000	-
Total Expenses	\$ 21,258,189	\$ 46,980,000	\$ 32,339,600



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Transportation and Planning

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Program: Grant Writing			
Carryover			
Program Carryover	330,000	330,000	150,000
Total Carryover	\$ 330,000	\$ 330,000	\$ 150,000
Expenses			
Salaries	5,063	11,754	18,164
Benefits	2,728	4,089	7,310
Consulting Labor	44,248	314,157	\$ 124,526
Total Expenses	\$ 52,040	\$ 330,000	\$ 150,000



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Transportation and Planning

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Program: Transportation Planning			
Revenues			
LTF Revenue	800,250	775,000	676,500
Fund Balance Carryover	-	-	130,000
Total Revenues	\$ 800,250	\$ 775,000	\$ 806,500
Expenses			
Salaries	81,157	226,413	259,362
Benefits	43,256	72,799	84,874
Overhead	100,000	150,000	150,000
Legal	461	5,000	2,500
Parking Validations	465	500	500
Event Support	2,307	2,307	2,500
Postage	-	250	500
Communications - Cellular Phones	-	500	1,000
Seminars/Conferences	580	580	1,000
Travel - Mileage Reimbursement	1,650	1,570	1,500
Travel - Ground Transportation	131	260	250
Lodging	1,493	1,493	1,500
Meals	167	250	250
Supplies/Materials	-	1,000	1,000
Consulting Labor	48,763	337,328	299,764
Total Expenses	\$ 280,429	\$ 800,250	\$ 806,500



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Transportation and Planning

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Program: RivTAM			
Revenues			
Revenue - RIVTAM	137,500	140,000	50,000
Total Revenues	\$ 137,500	\$ 140,000	\$ 50,000
Expenses			
Salaries	-	-	18,164
Benefits	-	-	4,495
Consulting Labor	78,561	140,000	27,342
Total Expenses	\$ 78,561	\$ 140,000	\$ 50,000



Western Riverside Council of Governments
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Transportation and Planning

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Program: Stormwater Grant			
Revenues			
Grant Revenue	-	-	100,000
Total Revenues	\$ -	\$ -	\$ 100,000
Expenses			
Consulting Labor	-	-	100,000
Total Expenses	\$ -	\$ -	\$ 100,000



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Transportation and Planning

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Program: CAP Grant			
Revenues			
CAP Grant Revenue	182,167	17,631	260,000
Total Revenues	\$ 182,167	\$ 17,631	\$ 260,000
Expenses			
Salaries	6,167	17,631	21,133
Benefits	4,088	6,133	7,186
Consulting Labor	59,080	101,236	231,681
Total Expenses	\$ 69,335	\$ 125,000	\$ 260,000



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Transportation and Planning

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Program: Adaptation Grant			
Revenues			
Adaptation Grant Revenue	106,100	125,000	409,894
Total Revenues	\$ 106,100	\$ 125,000	\$ 409,894
Expenses			
Salaries	53,843	5,877	28,128
Benefits	10,443	2,044	8,744
Overhead	-	-	29,855
Consulting Labor	268,521	117,079	343,168
Total Expenses	\$ 332,807	\$ 125,000	\$ 409,894



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Transportation and Planning

	Actual 2/29/2020	Budget 6/30/2020	Proposed 6/30/2021
Program: Fellowship			
Carryover			
Local Jurisdiction Match	-	-	100,000
Program Carryover	290,000	290,000	100,000
Total Carryover	\$ 290,000	\$ 290,000	\$ 200,000
Expenses			
Salaries	127,038	273,378	180,109
Benefits	6,360	9,539	14,320
Legal	-	2,000	100
Parking Validations	735	500	1,000
Event Support	785	750	1,000
Ofc Exp General Supplies	21	500	500
Meeting Support Services	-	250	250
Postage	-	100	100
Seminars/Conferences	-	150	150
Travel Mileage Reimbursement	346	2,000	1,500
Travel - Ground Transportation	-	150	150
Meals	287	350	350
Consulting Labor	333	333	471
Total Expenses	\$ 135,906	\$ 290,000	\$ 200,000

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