



Western Riverside Council of Governments Finance Directors Committee

AGENDA

**Thursday, February 22, 2024
1:00 PM**

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

Remote Meeting Locations:

**City of Calimesa
City Hall
908 Park Avenue
Calimesa CA 92320**

**City of Corona
City Hall, Conference Room 3219
400 South Vicentia Avenue, Suite 320
Corona, CA 92882**

**City of Moreno Valley
City Hall
14177 Frederick Street
Moreno Valley, CA 92553**

**City of San Jacinto
City Hall Finance Directors Office
595 S. San Jacinto Avenue
San Jacinto, CA 92583**

**City of Wildomar
City Hall
23873 Clinton Keith Road, Suite 106
Wildomar, CA 92595**

Eastern Municipal Water District
Headquarters – Community Room
2270 Trumble Road
Perris, CA 92572

March JPA
Finance Director's Office
14205 Meridian Parkway, Suite 140
Riverside, CA 92518

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

[Public Zoom Link](#)
Meeting ID: 894 0981 2365
Passcode: 825145
Dial in: 669 444 9171 U.S.

In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in the Finance Directors Committee meeting, please contact WRCOG at (951) 405-6702. Notification of at least 48 hours prior to meeting time will assist staff in assuring that reasonable arrangements can be made to provide accessibility at the meeting. In compliance with Government Code Section 54957.5, agenda materials distributed within 72 hours prior to the meeting which are public records relating to an open session agenda item will be available for inspection by members of the public prior to the meeting at 3390 University Avenue, Suite 200, Riverside, CA, 92501.

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

Any member of the public requiring a reasonable accommodation to participate in this meeting in light of this announcement shall contact Lucy Felix 72 hours prior to the meeting at (951) 405-6702 or lfelix@wrcog.us. Later requests will be accommodated to the extent feasible.

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

1. **CALL TO ORDER (Ernie Reyna, Chair)**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **PUBLIC COMMENT**

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

5. SELECTION OF FINANCE DIRECTORS COMMITTEE LEADERSHIP FOR FISCAL YEAR 2023/2024

A. Leadership Selection for Fiscal Year 2023/2024

- Requested Action(s):** 1. Select Finance Directors Committee Chair, Vice-Chair, and 2nd Vice-Chair positions for Fiscal Year 2023/2024.

6. CONSENT CALENDAR

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

A. Action Minutes from the April 27, 2023, Finance Directors Committee

- Requested Action(s):** 1. Approve the Action Minutes from the April 27, 2023, Finance Directors Committee

B. Finance Department Activities Update

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

7. REPORTS / DISCUSSION

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

A. Local and Regional Demographic Data and Land Use Trends

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

B. The Economy and Financial Markets

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

C. Fiscal Year 2024/2025 Agency Budget

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

8. REPORT FROM THE CHIEF FINANCIAL OFFICER

Andrew Ruiz

9. ITEMS FOR FUTURE AGENDAS

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

10. GENERAL ANNOUNCEMENTS

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

11. NEXT MEETING

The next Finance Directors Committee meeting is scheduled for Thursday, April 25, 2024, at 1:00 p.m., in WRCOG's office at 3390 University Avenue, Suite 200, Riverside.

12. ADJOURNMENT



Western Riverside Council of Governments Finance Directors Committee

Staff Report

Subject: Leadership Selection for Fiscal Year 2023/2024
Contact: Andrew Ruiz, Chief Financial Officer, aruiz@wrcog.us, (951) 405-6740
Date: February 22, 2024

Recommended Action(s):

1. Select Finance Directors Committee Chair, Vice-Chair, and 2nd Vice-Chair positions for Fiscal Year 2023/2024.

Summary:

At the start of each fiscal year, WRCOG's Committees selects new leadership, typically aligned with the Executive Committee. This Committee has not met since April 2023 and needs to select leadership for the remaining meetings of the current fiscal year.

Purpose / WRCOG 2022-2027 Strategic Plan Goal:

The purpose of this item is to select leadership for the Finance Directors Committee. This effort aligns with WRCOG's 2022-2027 Strategic Plan Goal #3 (Ensure fiscal solvency and stability of the Western Riverside Council of Governments).

Discussion:

WRCOG would like to recognize outgoing Chair Ernie Reyna, City of Perris, for his efforts in leading the Finance Directors Committee meetings during the previous fiscal year. Staff appreciates his hard work and dedication in leading the meetings.

The leadership for the Executive Committee for Fiscal Year 2023/2024 is as follows:

Chair: Chris Barajas, City of Jurupa Valley
 Vice-Chair: Rita Rogers, City of Perris
 2nd Vice-Chair: Brenda Dennstedt, Western Water

Historically, WRCOG Committees leadership positions have coincided with those of the Executive Committee; however, this has not always been the case, and there are no requirements to select leadership from these member agencies.

Prior Action(s):

None.

Financial Summary:

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

Attachment(s):

None.

Finance Directors Committee

Action Minutes

1. CALL TO ORDER

The meeting of the WRCOG Finance Directors Committee was called to order on April 27, 2023, at 1:01 p.m. by Chair Ernie Reyna on the Zoom platform.

2. PLEDGE OF ALLEGIANCE

Chair Reyna led members and guests in the Pledge of Allegiance.

3. ROLL CALL

- City of Banning - Lincoln Bogard*
- City of Beaumont - Lisa Leach
- City of Eastvale - Amanda Wells
- City of Jurupa Valley - Connie Cardenas
- City of Lake Elsinore - Brendan Rafferty
- City of Murrieta - Javier Carcamo
- City of Norco - Lissette Free
- City of Perris - Ernie Reyna (Chair)
- City of San Jacinto - Erika Gomez
- Eastern Municipal Water District (EMWD) - John Adams

*Arrived after Roll Call

Absent:

- City of Banning
- City of Calimesa
- City of Corona
- City of Hemet
- City of Menifee
- City of Moreno Valley
- City of Riverside
- City of Temecula
- City of Wildomar
- County of Riverside
- Western Water
- March JPA

4. PUBLIC COMMENTS

There were no public comments.

5. CONSENT CALENDAR

RESULT:	APPROVED AS RECOMMENDED
MOVER:	EMWD
SECONDER:	Jurupa Valley
AYES:	Beaumont, Canyon Lake, Eastvale, Jurupa Valley, Lake Elsinore, Murrieta, Norco, Perris, San Jacinto, EMWD

A. Summary Minutes from the February 23, 2023 , Finance Directors Committee Special Meeting

Action:

1. Approved the Summary Minutes from the February 23, 2023 , Finance Directors Committee Special meeting.

B. Finance Department Activities Update

Action:

1. Received and filed.

6. REPORTS / DISCUSSION

A. Fiscal Year 2023/2024 Budget

Action:

1. Received and filed.

B. The Economy and Financial Markets

Action:

1. Received and filed.

C. 2022 Fee Comparison Analysis Update - Final Report

Action:

1. Received and filed.

D. Non-Residential Development Outlook

Action:

1. Received and filed.

7. REPORT FROM THE CHIEF FINANCIAL OFFICER

Andrew Ruiz, WRCOG CFO, reminded Committee members to submit their Form 700s.

8. ITEMS FOR FUTURE AGENDA

There were no items for future agendas.

9. GENERAL ANNOUNCEMENTS

Chris Gray, WRCOG Deputy Executive Director, informed Committee members that General Assembly is scheduled for June 29, 2023, at Pechanga Resort & Casino in Temecula.

10. NEXT MEETING

The next Finance Directors Committee meeting is scheduled for Thursday, May 25, 2023, at 1:00 p.m., at WRCOG's office located at 3390 University Avenue, Suite 200, Riverside.

11. ADJOURNMENT

The Finance Directors Committee meeting adjourned at 2:28 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) 405-6741
Date: February 22, 2024

Recommended Action(s):

1. Receive and file.

Summary:

The Finance Department is nearing the end of the annual audit and issuance of its Annual Comprehensive Financial Report. WRCOG also recently received the Government Finance Officer's Association (GFOA) award for excellence in reporting for its Fiscal Year 2021/2022 Annual Comprehensive Financial Report (ACFR).

Purpose / WRCOG 2022-2027 Strategic Plan Goal:

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

Discussion:

Background

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

Present Situation

Fiscal Year 2021/2022 Annual Comprehensive Financial Report Award: WRCOG issued its financials in June 2023 and applied for the Government Finance Officer's Association (GFOA) award for excellence in reporting for its Annual Comprehensive Financial Report (ACFR); staff are pleased to announce that WRCOG has received the award.

Fiscal Year 2022/2023 Year End and Agency Audit: The final audit started in October 2023 and is currently approximately 90% complete. It is anticipated to be completed with the Agency's Annual Comprehensive Financial Report to be issued by February 2024.

Financial Documents

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

Prior Action(s):

None.

Financial Summary:

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

Attachment(s):

None.



Western Riverside Council of Governments Finance Directors Committee

Staff Report

Subject: Local and Regional Demographic Data and Land Use Trends
Contact: Chris Gray, Deputy Executive Director, cgray@wrcog.us, (951) 405-6710
Date: February 22, 2024

Recommended Action(s):

1. Receive and file.

Summary:

WRCOG staff will provide an update of recent development and demographic trends for western Riverside County. This discussion will include population growth trends, current building activity, and their potential impacts to WRCOG member agencies.

Purpose / WRCOG 2022-2027 Strategic Plan Goal:

The purpose of this item is to provide a subregional perspective on demographic and land use changes and trends, how these trends are impacting this subregion, and what it means at a local level. This effort aligns with WRCOG's 2022-2027 Strategic Plan Goal #3 (Ensure fiscal solvency and stability of the Western Riverside Council of Governments) and Goal #4 (Communicate proactively about the role and activities of the Council or Governments).

Discussion:

Background

WRCOG tracks data on development trends through the Transportation Uniform Mitigation Fee (TUMF) Program collection, travel patterns and trip generation studies, and population growth and other trends through various projects and efforts. Through this work, WRCOG is constantly gathering information on interrelated topics and demographic shifts that are currently impacting the WRCOG subregion, or how it will impact at some point in the future.

WRCOG staff will present key takeaways from TUMF, census data, and WRCOG studies to frame several local and regional trends. These trends are shared with the goal of helping member agencies reach their own goals through successful and proactive planning. This information was shared with the Technical Advisory Committee on January 18, 2024.

Prior Action(s):

None.

Financial Summary:

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

Attachment(s):

None.



Western Riverside Council of Governments Finance Directors Committee

Staff Report

Subject: The Economy and Financial Markets
Contact: Richard Babbe, Managing Director, Public Financial Management,
babber@pfm.com, (213) 415-1631
Date: February 22, 2024

Recommended Action(s):

1. Receive and file.

Summary:

Richard Babbe of Public Financial Management Asset Management, WRCOG's investment advisor, will provide a presentation regarding the current economic data, the financial markets, and their impact on WRCOG member agencies.

Purpose / WRCOG 2022-2027 Strategic Plan Goal:

The purpose of this item is to provide information regarding an interest rate overlook as well as where equity markets are headed. This effort aligns with WRCOG's 2022-2027 Strategic Plan Goal #3 (Ensure fiscal solvency and stability of the Western Riverside Council of Governments).

Discussion:

Background

Broader macro-economic trends can have a significant impact on local government finances. For example, changes in the stock market can impact investment returns while changes in interest rates can impact borrowing costs. These trends can also impact development activity and other items which also impact municipal finances. This presentation will address the current overall level of economic activity, inflation, financial market activity, and other factors, and how they might impact WRCOG members.

Prior Action(s):

None.

Financial Summary:

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

Attachment(s):

None.



Western Riverside Council of Governments Finance Directors Committee

Staff Report

Subject: Fiscal Year 2024/2025 Agency Budget
Contact: Andrew Ruiz, Chief Financial Officer, aruiz@wrcog.us, (951) 405-6741
Date: February 22, 2024

Recommended Action(s):

1. Receive and file.

Summary:

WRCOG has started the planning process for the upcoming Fiscal Year 2024/2025 budget. This year's focus will discuss 12 key topics that will help to form the budget. Overall, no significant changes from an overall dollars and/or programmatic standpoint are anticipated at this point in time.

Purpose / WRCOG 2022-2027 Strategic Plan Goal:

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

Discussion:

Background

As part of the ongoing analysis and evolution of the WRCOG budgeting process, this year's focus is a continuation of topics discussed in previous years, as well as several new topics. Overall, no significant changes are anticipated in WRCOG's budget from an overall dollar and/or programmatic standpoint at this point in time.

Working through these topics provides a better vantage point to work toward the budgeting principles previously established of: 1) ensuring the fair distribution of funds and funding requests, 2) requiring non-comprehensive programs (those which do not benefit the entirety of the member agencies) to be self-sustaining, 3) focusing on the long-term health of each fund, and 4) moving toward these goals in an incremental way when full scale, immediate changes are impractical.

These topics include:

1. Clean Cities Dues: Continuation of prior year discussions surrounding the dues for the Clean

Cities Program.

2. Member Dues: Update from ad hoc discussions surrounding the overall Agency's member dues.
3. Fellowship: Funding and sustainability of the Program.
4. HERO: Program wind-down.
5. Cost Cutting Initiative: Cost cutting measures the Agency is taking on.
6. Inland Regional Energy Network: Structure of the Program and current status.
7. Climate Pollution Reduction Grant: Discussion on EPA grant that WRCOG and other regional partners are applying for.
8. Cost of Living Adjustment (COLA): Concept of implementing a COLA for staff.
9. General Fund Program Breakout: Breakout of Program's from WRCOG's General Fund.
10. Streetlights: Program structure and update on participants.
11. TUMF: Current level of activity and Nexus Study update.
12. Used Oil: Short- and long-term funding considerations.

Prior Action(s):

None.

Financial Summary:

This item is for informational purposes only; therefore there is no fiscal impact. However, as staff begins to receive direction and further develop the budget, fiscal impacts will be related to the upcoming Fiscal Year 2024/2025 budget.

Attachment(s):

None.