Western Riverside Council of Governments
Public Works Committee

AGENDA

Thursday, March 10, 2022
2:00 PM

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

WRCOG'S OFFICE IS CURRENTLY CLOSED TO THE PUBLIC DUE TO COVID-19

Join Zoom Meeting
Meeting ID: 876 9947 5269
Password: 031022
Dial in: (669) 900 9128 U.S.

SPECIAL NOTICE – COVID-19 RELATED PROCEDURES IN EFFECT

Due to the State or local recommendations for social distancing resulting from the threat of Novel Coronavirus (COVID-19), this meeting is being held via Zoom under Assembly Bill 361 (Government Code Section 54953) (AB 361). Pursuant to AB 361, WRCOG does not need to make a physical location available for members of the public to observe a public meeting and offer public comment. AB 361 allows WRCOG to hold Committee meetings via teleconferencing or other electronic means and allows for members of the public to observe and address the committee telephonically or electronically.

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 snelson@wrcog.us.

Any member of the public requiring a reasonable accommodation to participate in this meeting in light of this announcement shall contact Suzy Nelson 72 hours prior to the meeting at (951) 405-6703 or snelson@wrcog.us. Later requests 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 (Mark Lancaster, Chair)**

2. **PLEDGE OF ALLEGIANCE**

3. ROLL CALL

4. PUBLIC COMMENTS

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

5. CONSENT CALENDAR

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

A. Summary Minutes from the February 10, 2022, Public Works Committee Meeting

Requested Action(s):   1. Approve the Summary Minutes from the February 10, 2022, Public Works Committee meeting.

6. REPORTS / DISCUSSION

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

A. TUMF Program Activities Update

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

B. TUMF Nexus Study Activities Update

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

7. REPORT FROM THE DEPUTY EXECUTIVE DIRECTOR
Chris Gray

8. ITEMS FOR FUTURE AGENDAS ~ Members
Members are invited to suggest additional items to be brought forward for discussion at future Committee meetings.

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

10. NEXT MEETING
The next Public Works Committee meeting is scheduled for Thursday, April 14, 2022, at 2:00 p.m., on the Zoom platform.

11. ADJOURNMENT

Public Works Committee

Minutes

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1. **CALL TO ORDER**

The meeting of the WRCOG Public Works Committee was called to order by Chair Mark Lancaster at 2:03 p.m. on February 10, 2022, on the Zoom platform.

2. **PLEDGE OF ALLEGIANCE**

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

3. **ROLL CALL**

-   City of Banning - Nate Smith
-   City of Beaumont - Jeff Hart
-   City of Calimesa - Kristine Malcama
-   City of Canyon Lake - Craig Bradshaw
-   City of Jurupa Valley - Mike Myers*
-   City of Lake Elsinore - Yu Tagai
-   City of Menifee - Nick Fidler
-   City of Moreno Valley - Michael Lloyd
-   City of Murrieta - Bob Moehling
-   City of Norco - Sam Nelson
-   City of Perris - Stuart McKibbin
-   City of San Jacinto - Stuart McKibbin
-   City of Temecula - Patrick Thomas
-   City of Wildomar - Jason Farag
-   County of Riverside - Mark Lancaster (Chair)
-   Riverside County Transportation Commission (RCTC) - Jillian Guizado
-   Riverside Transit Agency (RTA) - Mauricio Alvarez

*Arrived after Roll Call

4. **PUBLIC COMMENTS**

There were no public comments.

5. **CONSENT CALENDAR** – (RCTC / Murrieta) 16 yes; 0 no; 0 abstention. Item 5.A was approved.

A. **Summary Minutes from the December 9, 2021, Public Works Committee Meeting**

Action:
1. Approved the Summary Minutes from the December 9, 2021, Public Works Committee meeting.

6. REPORTS / DISCUSSION

A. Resilient IE Phase II Update

Timothy Grose and Juan Carlos Lam with WSP provided an update on Phase II of the Resilient IE study. The Resilient IE Program was developed by WRCOG and the San Bernardino County Transportation Authority with funding from Caltrans. Resilient IE works to support regional and local efforts to prepare for and mitigate risks to the region's transportation system posed by climate-related hazards. Phase I of Resilient IE focused mostly on evaluating the transportation system on a regional or systems scale. It also included two pilot risk assessments on how changes in climate-related hazards affect two roadway segments and the people who use them. Phase II, also funded by Caltrans, builds off of Phase I and includes a dozen more risk assessments. These local transportation projects / assets (e.g., roadways, bus stops, railways, bridges / culverts, bike lanes, and maintenance facilities) have been evaluated for their natural hazard risks (e.g., extreme heat, wildfires, floods, drought, landslides, and debris flows) and how to address these risks through resilience strategies. The goal for these assessments is to assist member agencies in identifying cost-effective strategies and making the case for both state and federal funding for the projects.

Action:
   1. Received and filed.

B. VMT Implementation Assistance - VMT Calculator Demonstration

Delia Votsch from Fehr & Peers provided a demonstration on the VMT Calculator developed for WRCOG and its member agencies. The calculator will assist with VMT estimation using data from the regional model without needing to run the local model. The tool can be used for most small projects that do not meet VMT screening requirements. The tool can also help local jurisdictions with reviewing the VMT estimates developed by consultants.

This tool will be sent to Committee members and posted on the WRCOG website shortly after the meeting.

Action:
   1. Received and filed.

C. Trip Origin-Destination Assessment

Christopher Tzeng, WRCOG Program Manager, provided an overview of the origin-destination assessment utilizing big data as a means to better understand whether TUMF is fulfilling its goal of providing to major arterial roadways to accommodate for regional travel in WRCOG's subregion. The analysis utilized big data from Streetlight Data and commuting data sources, such as the California Household Travel Survey and the Longitudinal Employer Housing Dynamics. The analysis looked into items such as the origin of trips traveling into the boundaries of each member agency, the destination of trips traveling from each member agency, commute trip distances, trip type, and the trip distribution to-and-from each member agency during the p.m. peak hour. Draft assessments have been summarized and will be disseminated to the respective Committee members for input after this meeting.

Action:
1. Received and filed.

D. WRCOG Broadband Assessment

Daniel Soltero, WRCOG Program Manager, reported that there is a increased demand for internet bandwidth due to more smart devices in the market and the number of people working from home. Michael Baker International (MBI) conducted research to identify agencies and organizations that have successfully implemented either city-wide or regional broadband.

Staff met virtually with the County of Riverside to discuss its RIVCO Connect Program. Although RIVCO Connect has not yet been implemented, the County will continue to work with local government agencies to streamline the permitting process and attract internet service providers to the region. Staff also held discussions with the Inland Empire Broadband Consortium (IERBC), a non-profit organization funded by a CPUC grant, which seeks to advance smart communities by attracting internet service providers to San Bernardino and Riverside County to deploy broadband in unserved or underserved communities.

Staff also met with the Cities of Loma Linda and Rancho Cucamonga, as well as the South Bay Cities COG (SBCCOG). A few of the key lessons learned from those discussions are that fiber networks should be constructed with built-in redundancy; local governments should adopt "dig once / dig smart" policies and install as much fiber as possible; and that while public-private partnerships can be tough to navigate they can be an effective method to expedite construction of fiber networks. Finally, the SBCCOG Fiber Network made it clear that regional collaboration provides bargaining power and can help reduce broadband service rates for local governments.

Staff provided a listing of funding opportunities established by federal and state legislation that support broadband planning and implementation projects. Staff are evaluating the potential for Regional Streetlight Program revenues to subsidize grant writing assistance for participating members seeking broadband or smart city grants.

Action:
1. Received and filed.

7. REPORT FROM THE DEPUTY EXECUTIVE DIRECTOR

Chris Gray reported that WRCOG will commence an effort to develop a potential VMT mitigation program for Western Riverside County. Participation in any potential program will be on a voluntary basis. WRCOG encourages interested jurisdictions to participate in the stakeholder meetings that will be held as part of the development process. Updates will be provided to the Committee periodically.

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 Public Works Committee meeting is scheduled for Thursday, March 10, 2022, at 2:00 p.m., on the Zoom platform.

11. ADJOURNMENT

The meeting of the Public Works Committee adjourned at 3:15 p.m.

Western Riverside Council of Governments
Public Works Committee

Staff Report

Subject: **TUMF Program Activities Update**

Contact: **Cameron Brown, Program Manager, cbrown@wrcog.us, (951) 407-6712**

Date: **March 10, 2022**

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

Purpose:
The purpose of this item is to provide an overview on the current state of the TUMF Program and relevant updates.

WRCOG 2022-2027 Strategic Plan Goal:
Goal #5 - Develop projects and programs that improve infrastructure and sustainable development in the subregion.

Background:
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. TUMF Program participants, which includes all 19 jurisdictions in the subregion and March JPA, partakes 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 Annual Review

Every year WRCOG conducts an annual review of the TUMF fee collections. Each participating jurisdiction within the Program provides to WRCOG a list of all developments that have been issued Certificates of Occupancy throughout the fiscal year. Staff then reviews the list of and ensures that the TUMF obligation has been met on all new developments. Typically, WRCOG will request this information in the fall after the completion of the previous fiscal year.

There are some key pieces of information that need to be verified:

- Permit numbers, or TUMF application numbers, for every development issued a Certificate of Occupancy.

- If no TUMF was due, a reason must be stated. These reasons can include exemptions, less than 3,000 square feet for a retail / service use, or being part of a TUMF Credit Agreement.
- List of occupancies should include the use type and square footage, and the amount of TUMF paid so that WRCOG can confirm the calculation.

Once the TUMF Annual Review is completed, each member jurisdiction will be provided a letter that they are in compliance of the TUMF Program. TUMF is a necessary stipulation of Measure A funding. All agencies must be in compliance with TUMF if they are to receive funding from RCTC's Measure A.

TUMF Zone Meetings

The TUMF Zone meetings occur on an annual basis. The main goal is to provide an updated Transportation Improvement Plan (TIP) for the Zone. The TIP allocates TUMF funding for the next five years. Based on these TIPS, member jurisdictions can draft reimbursement agreements with WRCOG for project planning, engineering, right-of-way, and construction phases on approved projects. This year, with the ongoing TUMF Nexus Study update, staff will also be verifying the TUMF Network within each Zone and approving all new projects within the Zone. These meetings typically occur in late March and April. WRCOG is currently working to schedule these meetings.

An ongoing concern within the Program is on the automatic rollover of funding from year-to-year. In the last several TIPs, it has been common practice to move unused funding from the previous year and move it up another year. This has led to many projects on the TIPs that are not advancing and accruing large amounts of funding. WRCOG will be taking a more disciplined approach to this year-to-year funding. Staff will no longer be moving unused funds to current years without a compelling reason from the member jurisdiction to do so. Each member jurisdiction should have explicit plans for these projects and be prepared to spend the funding as it is available. This may mean that some projects will forfeit any remaining funds. However, this should also free up funds to be committed towards projects that may have a more immediate impact and can put existing funds to immediate use.

TUMF Annual Report

Staff is compiling the Annual Report for the 2021 Fiscal Year. Staff anticipate to issue this report by May 2022. It will show that TUMF revenue has exceeded budget expectations as it did in Fiscal Year 2020. There was $60.8 million in revenue collected which will be reimbursed back into the projects on the TIP. Regarding revenue collections, 37% occurred in the Central Zone, which includes the Cities of Menifee, Moreno Valley, and Perris.

Prior Action(s):
None.

Fiscal Impact:
Transportation Department activities are included in the Agency's adopted Fiscal Year 2021/2022 Budget under the Transportation Department.

Attachment(s):
None.

Western Riverside Council of Governments
Public Works Committee

Staff Report

Subject: **TUMF Nexus Study Activities Update**

Contact: **Cameron Brown, Program Manager, cbrown@wrcog.us, 951-407-6512**

Date: **March 10, 2022**

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

Purpose:
The purpose of this item is to provide information on the TUMF Nexus Study update with the accompanying studies on VMT, Fee Comparisons, and residential rates.

WRCOG 2022-2027 Strategic Plan Goal:
Goal #5 - Develop projects and programs that improve infrastructure and sustainable development in the subregion.

Background:
TUMF Nexus Study Update

At its meeting of October 4, 2021, the Executive Committee gave direction to begin work on a TUMF Nexus Study update. The TUMF Nexus Study draws a connection between the needs of the Program and the TUMF Program Fee Schedule. This Study identifies projects requiring mitigation from new development, determines what the cost of those project will be, and what fees need to be assessed to fund these projects. TUMF Nexus Study updates have occurred on a regular basis with updates done in 2005, 2009, 2011, and 2017.

The key reasons for a Nexus Study update include the following:

- It is considered a best practice to update on a regular basis
- Underlying growth forecasts have changed since the last update
- Travel behavior has changed, particular viewed in light of COVID-19
- The project list has changed with past projects completed and new projects identified
- Opportunity to add new project types, such as Intelligent Transportation System (ITS) infrastructure

Throughout the last three months, staff has been working with local agencies to update the needs of the TUMF Network. Staff has met with representatives of all TUMF-participating agencies. Each agency has had an opportunity to make revisions, corrections, and additions to the TUMF Network. After

compiling all comments, an analysis will be done to ensure the reliability of the revised Network; this new Network will be presented to each TUMF Zone for approval.

The revised Network will be modeled through the use of the Riverside County Transportation Model (RIVCOM) to assess the performance of the Network and determine the necessary mitigation to achieve an adequate level of service. This analysis will update the cost of the entire Program, and, if needed, make recommendations on a revised fee schedule. Prior to any adjustments to the Program, all changes will be vetted by the WRCOG Executive Committee.

The TUMF Nexus Study update remains on schedule. It is anticipated to be completed with the enacting of local TUMF ordinances by June 2023. A revised schedule has been included (Attachment 1).

Update on the Development of a Potential VMT Mitigation Program

The Executive Committee gave staff direction to evaluate options to mitigate VMT impacts from new development. During WRCOG's work on SB 743 implementation, the issue of VMT mitigation was noted to be problematic. The main reason is that most land-use projects cannot implement transportation system improvements or directly influence the travel of their occupants. In comparison, impacts based upon level of service (LOS) are relatively easy to mitigate since payment of fees for improvements or construction of improvements, or some combination thereof, are appropriate mitigation. WRCOG has commenced an effort to develop a potential VMT mitigation program for Western Riverside County that will be funded through WRCOG's LTF allocation. Participation in any potential program will be on a voluntary basis, so jurisdictions will participate in a program only if it decides to opt-in. Interested jurisdictions are encouraged to participate in stakeholder workshops that will be held as part of the development process. Please contact Christopher Tzeng (ctzeng@wrcog.us) for notifications of the working group meetings. Staff is working with a consultant on its On-Call Planning consultant bench for these efforts.

Fee Comparison Study

WRCOG has conducted an analyses of development impact fees (DIF) in Western Riverside County in the past to increase a regional understanding of DIF on new development in Western Riverside County. The first analysis was conducted in 2017, in conjunction with the last TUMF Nexus Study update, and a subsequent analysis was conducted in 2019. WRCOG has commenced an update of the analysis in conjunction with this proposed TUMF Nexus Study update. The purpose of the analyses is to indicate the types and relative scale of the development impact fees placed on different land uses, and indicate the scale of fees relative to overall development costs. The analyses will also provide helpful background information on the impact of the TUMF by placing TUMF in the context of the broader development impact fee structure, overall development costs, and other regional dynamics.

Residential Trip Generation Study / AB-602 Requirements on Residential Fee Rates

WRCOG is working with a consultant from its On-Call Planning consultant bench to review the relationship between DIF, travel behavior, and residential unit size. Some DIF are currently charge based on the number of units of a development, including the TUMF Program. WRCOG administers the TUMF Program on behalf of its member agencies in Western Riverside County. The TUMF Program charges a fee based on the number of units of a development project. For example, a 1,500 square foot single-family dwelling unit is charged the same fee as a 4,500 square foot single-family dwelling unit.

This study will enable WRCOG to conduct research on the effects of basing TUMF on actual residential unit size to the TUMF Program, as well as determine if DIF would encourage the development of smaller, more affordable units. This study is utilizing TUMF funding.

Finally, AB 602 (Grayson), effective January 1, 2022, requires local agencies which calculate fees proportionately to the square footage of the proposed units to have a valid method to establish a reasonable relationship between the fee charged and the burden of the proposed development. While the TUMF Program is not based on square footage, this study would provide the preliminary analysis that would be required, based on AB 602, should the TUMF be considered for shift from a per unit cost to a cost based on unit size.

Staff will present a more comprehensive update on the TUMF Nexus Study update at the April 2022 Executive Committee meeting.

Prior Action(s):
October 4, 2021: The Executive Committee gave direction to, 1) begin work on a TUMF Nexus Study update; 2) update the TUMF Administrative Plan to expand the TUMF-eligible project list to include Intelligent Transportation Systems (ITS) projects; 3) work with the Riverside County Transportation Commission and Riverside Transit Agency to evaluate options to mitigate VMT impacts from new development outside of the TUMF Nexus Study update; and 4) begin work on an update of the Analysis of Development Impact Fees in Western Riverside County.

Fiscal Impact:
Funding for this Nexus Study update is provided by the share of TUMF revenues which are provided to WRCOG for Administration of the Plan. WRCOG collects 4% of all TUMF revenues for Administrative purposes, of which 3% can be used for expenses including consultants to support the TUMF Program, such as the Nexus Study update. Funds for the remainder of the Fiscal Year 2021/2022 are currently allocated in the approved budget for this expense. Funding for subsequent years will be allocated as those subsequent budgets are developed and approved by the Executive Committee. Current cost of the Nexus Study is estimated to be $200,000.

Attachment(s):
Attachment 1 - TUMF Nexus Study Update Schedule

TUMF Nexus 2021 Update
Task Schedule

Task Schedule	2021						2022												2023					
	July	August	September	October	November	December	January	February	March	April	May	June	July	August	September	October	November	December	January	February	March	April	May	June
Request permission to perform Nexus Study			●○ ◆	△																				
Socio Economic Data Review	▮																							
Update RivCOM TAZ forecasts to reflect RTP 20 (Riverside County)	▮																							
Travel Demand Modeling																								
Conduct base model runs for 2018 and 2045 No Build		⬠▮																						
Prepare and conduct model runs for 2045 TUMF Network		▮	▮																					
Network Cost Assumptions																								
Update Unit Costs Master												▮												
Update Land Costs Master (Overland, Pacific & Cutler, Inc.)												▮												
Revise network cost assumptions and recalculate incremental fee													○▮	▮										
Network Status Update					⬠																			
Solicit requests for network changes					●	▮			△ EC Briefing															
Summarize network change requests (WRCOG)								▮																
Review network project performance								▮	▮ ●◆															
Confirm network project list and recalculate incremental fee										▮			●◆											
Tabulate link LOS for exisiting need										▮	▮⬠	▮	▮	△ EC Briefing										
Nexus Documentation																								
Summarize revised assumptions															▮		●◆○							
Draft document for review and comment															▮	▮								
Finalize document for approval																▮								
Nexus document approval																				●◆ △	▮			
Update online/mobile resources																			⬠		▮			
Distribute revised Nexus documentation/fee schedule																						▮		
Enact revised local ordinances																							▮	▮

Revised: Novermber 24, 2021

Legend

▮ (blue)	Future task
▮ (pink)	Active task
▮ (green)	Completed task

●○	PWC Meeting/Workshops
◆	TAC Meeting
△	Executive Committee Meeting/Br
⬠	Critical path milestones