



Western Riverside Council of Governments Technical Advisory Committee

AGENDA

**Thursday, May 17, 2018
9:30 a.m.**

**Western Riverside Council of Governments
Citrus Tower
3390 University Avenue, Suite 450
Riverside, CA 92501**

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

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

- 1. CALL TO ORDER (Rochelle Clayton, Chair)**
- 2. SELF INTRODUCTIONS**
- 3. PLEDGE OF ALLEGIANCE**
- 4. PUBLIC COMMENTS**

At this time members of the public can address the Technical Advisory 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.

5. MINUTES

- A. **Summary Minutes from the April 19, 2018, Technical Advisory Committee Meeting are Available for Consideration.** **P. 1**

Requested Action: 1. *Approve the Summary Minutes from the April 19, 2018, Technical Advisory Committee meeting.*

6. CONSENT CALENDAR

All items listed under the Consent Calendar are considered to be routine and may be enacted by one motion. Prior to the motion to consider any action by the 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. **Finance Department Activities Update** **Ernie Reyna** **P. 9**

Requested Action: 1. *Receive and file.*

- B. **Regional Streetlight Program Activities Update** **Tyler Masters** **P. 15**

Requested Action: 1. *Receive and file.*

- C. **WRCOG Committees and Agency Activities Update** **Rick Bishop** **P. 17**

Requested Action: 1. *Receive and file.*

- D. **International City / County Management Association Activities Update** **AJ Wilson, California Senior Advisor** **P. 37**

Requested Action: 1. *Receive and file.*

- E. **Active Transportation Plan – Final Report** **Christopher Gray** **P. 43**

Requested Action: 1. *Recommend that the Executive Committee approve the Western Riverside County Active Transportation Plan.*

7. REPORTS / DISCUSSION

- A. **Report from the League of California Cities** **Erin Sasse, League of California Cities** **P. 49**

Requested Action: 1. *Receive and file.*

- B. **Final Draft Fiscal Year 2018/2019 Agency Budget** **Ernie Reyna, WRCOG** **P. 51**

Requested Action: 1. *Recommend that the Executive Committee approve the Final Draft Fiscal Year 2018/2019 Agency Budget, substantially as to form.*

C. Proposed New TUMF Policy for TUMF Calculation Christopher Gray, WRCOG P. 69

- Requested Actions:**
1. *Recommend that the Executive Committee approve an option that would have WRCOG calculate all project TUMF fees and verify exemptions.*
 2. *Direct staff to complete a comprehensive update to the TUMF Calculator Tool by August 2018.*
 3. *Direct staff to complete the TUMF Administrative Plan update with the process for implementing an option that would have WRCOG calculate all project TUMF fees and verify exemptions by August 2018.*

D. Environmental Department Activities Update Dolores Sanchez Badillo, WRCOG P. 77

- Requested Action:**
1. *Receive and file.*

E. Experience Regional Innovation Center Feasibility Analysis Update Andrea Howard, WRCOG P. 81

- Requested Action:**
1. *Receive and file.*

F. Economic Development Initiative Update Andrea Howard, WRCOG P. 103

- Requested Action:**
1. *Discuss and provide direction.*

8. REPORT FROM THE EXECUTIVE DIRECTOR Rick Bishop

9. ITEMS FOR FUTURE AGENDAS Members

10. GENERAL ANNOUNCEMENTS Members

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

11. NEXT MEETING: The Technical Advisory Committee is DARK during the month of June. The next Technical Advisory Committee meeting is scheduled for Thursday, July 19, 2018, at 9:30 a.m., at WRCOG's office located at 3390 University Avenue, Suite 450, Riverside.

12. ADJOURNMENT

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1. CALL TO ORDER

The meeting of the Technical Advisory Committee was called to order at 9:30 a.m. by Chair Rochelle Clayton at WRCOG's office, Citrus Conference Room.

2. ROLL CALL

Members present:

Rochelle Clayton, City of Banning (Chair)
Todd Parton, City of Beaumont
Bonnie Johnson, City of Calimesa
Aaron Palmer, City of Canyon Lake
Michele Nissen, City of Eastvale
Gary Thompson, City of Jurupa Valley
Grant Yates, City of Lake Elsinore
Armando Villa, City of Menifee
Tom DeSantis, City of Moreno Valley
Kim Summers, City of Murrieta
Andy Okoro, City of Norco
Richard Belmudez, City of Perris
Alex Nguyen, City of Riverside
Aaron Adams, City of Temecula
Gary Nordquist, City of Wildomar
George Johnson, County of Riverside (11:00 a.m. departure)
Danielle Coats, Eastern Municipal Water District
Craig Miller, Western Municipal Water District
Floyd Velasquez, Morongo Band of Mission Indians

Staff present:

Steve DeBaun, Legal Counsel
Rick Bishop, Executive Director
Ernie Reyna, Chief Financial Officer
Barbara Spoonhour, Director of Community Choice Aggregation
Jennifer Ward, Director of Government Relations
Christopher Gray, Director of Transportation
Casey Dailey, Director of Energy and Environmental Programs
Christopher Tzeng, Program Manager
Tyler Masters, Program Manager
Daniel Ramirez-Cornejo, Senior Analyst
Andrea Howard, Senior Analyst
Suzy Nelson, Administrative Assistant
Janis Leonard, Administrative Services Manager

Guests present:

Bryan Jones, City of Eastvale
Moises Lopez, City of Riverside
Erin Sasse, League of California Cities
Anne Mayer, Riverside County Transportation Commission (RCTC)
Cheryl Donahue, RCTC
Jillian Guizado, RCTC

Miguel Vazquez, Riverside Unified Health System
Mike Antos, Santa Ana Water Project Authority
Monique Reza Arellano, San Bernardino Council of Governments
Scott Rigsby, San Bernardino County Public Health
Jeremy Goldman, Southern California Edison

3. PLEDGE OF ALLEGIANCE

Chair Clayton, City of Banning, led the members and guests in the Pledge of Allegiance.

4. PUBLIC COMMENTS

There were no public comments.

5. MINUTES

A. Summary Minutes from the Marc 15, 2018, Technical Advisory Committee Meeting are Available for Consideration.

Action: 1. *Approved Summary Minutes from the March 15, 2018, Technical Advisory Committee meeting.*

(Temecula / Perris) 19 yes; 0 no; 0 abstention. Item 5.A was approved by a unanimous vote of those members present. The Cities of Corona, Hemet, and San Jacinto, and the March JPA were not present.

6. CONSENT CALENDAR *(Perris / Jurupa Valley) 15 yes; 0 no; 0 abstention. Items 6.A through 6.I were approved by a unanimous vote of those members present. The Cities of Corona, Hemet, and San Jacinto, and the March JPA were not present.*

A. Finance Department Activities Update

Action: 1. *Received and filed.*

B. 3rd Quarter Draft Budget Amendment for Fiscal Year 2017/2018

Action: 1. *Approved the 3rd Quarter Draft Agency Budget Amendment for Fiscal Year 2017/2018.*

C. Draft Fiscal Year 2018/2019 Agency Budget

Action: 1. *Received and filed.*

D. Additional Signature Authority

Action: 1. *Recommended that the Executive Committee adopt WRCOG Resolution Number 08-18; A Resolution of the Executive Committee of the Western Riverside Council of Governments providing signatory authority to the Chief Financial Officer and Deputy Executive Director for agreements, ordinances, and resolutions in the absence of the Executive Director.*

E. Request for Proposals Issuance Policy

Actions: 1. *Approved the Policy outlined in this staff report related to Request for Proposals (RFP) for professional services.*

2. *Directed staff to update its Financial Manual to include the RFP Policy and present the updated Manual for formal approval by the WRCOG Finance Directors and Administration & Finance Committees.*

F. Experience Regional Innovation Center Feasibility Analysis Update

Action: 1. *Received and filed.*

G. Regional Streetlight Program Activities Update

Action: 1. *Received and filed.*

H. WRCOG Committees and Agency Activities Update

Action: 1. *Received and filed.*

I. Western Riverside Energy Partnership Activities Update

Action: 1. *Received and filed.*

7. REPORTS / DISCUSSION

A. Bi-County Healthy Development Checklist Presentation

Michael Osur reported that there are three behaviors – poor nutrition, lack of physical activity, and smoking – which lead to four major diseases – heart disease, stroke, cancer, and diabetes—linked to premature death in the County. Riverside County ranks nearly last in the physical environment conducive to health.

Approximately four years ago, the County of Riverside supported a change in its General Plan to include a Health Element and a Healthy County Resolution; San Bernardino County is doing similar work.

Contributors to the Healthy Development Checklist include the County of Riverside, the San Bernardino Council of Governments, and the San Bernardino Public Health Department. The project itself was funded by the WRCOG BEYOND Grant Program.

Mr. Osur shared that the Checklist can be used as a guide for planning staff and developers. Topic areas include active design, neighborhood connectivity, public safety, and access to healthy food. Furthermore, the checklist aims to encourage planners to think about shifting the focus from transportation-centered developments to projects that encourage walking, biking, and other forms of active transportation to encourage healthier lifestyles.

Four workshops are scheduled across Riverside and San Bernardino Counties to introduce planners to the Checklist and collect feedback on it. Workshop dates are scheduled for May 14, 15, 16, and 17, 2018.

Action: 1. *Recommended that the Executive Committee support the Bi-County Healthy Development Checklist as a voluntary tool for regional consideration.*

(Lake Elsinore / Murrieta) 15 yes; 0 no; 0 abstention. Item 7.A. was approved by a unanimous vote of those members present. The Cities of Corona, Hemet, and San Jacinto, and the March JPA were not present.

B. Senate Bill 1 Implementation

Anne Mayer reported that SB 1 is a “fix it first” program which will stabilize transportation funding. SB 1 will provide \$48 million in formula funding for projects in Riverside County in 2018 and more than \$100 million in 2019. This does not include Caltrans District 8 funding.

The Riverside County Transportation Commission (RCTC) has requested funding for a special events train which would run from Los Angeles to Indio for the Coachella Valley music festivals frequently held in that area.

The California Transportation Commission is scheduled to release notifications in May for Competitive and Local Streets and Roads projects. Funding for Local Streets and Roads projects has nearly doubled.

RCTC is embarking on a public education program to educate people on the facts of SB 1. Facts on Proposition 69 will also be distributed. Proposition 69 will be on the June ballot. Staff should know by next month if the SB 1 repeal will be on the ballot.

Committee member Gary Thompson asked that when information is distributed, RCTC point out that many projects in this subregion will never be completed if SB 1 funding is lost.

A regional workshop is scheduled for May 18, 2018, at the Los Angeles Union Station. Representatives from the Counties of Los Angeles, Orange, Riverside, San Bernardino, and Ventura, to name a few, will be in attendance.

Assembly Constitutional Amendment (ACA) 5 protects SB 1 revenues, and will also be on the June ballot. If SB 1 is repealed, funding would go away and many projects in Riverside County will not be completed. Jurisdictions are urged to promote current SB 1 funded projects via social media.

Committee member Aaron Adams asked if RCTC wanted to hear from cities that have passed resolutions supporting Proposition 69.

Ms. Mayer responded that yes, documentation would be very helpful.

Committee member Tom DeSantis asked if RCTC can share informational video links.

Ms. Mayer responded that RCTC will be sharing the information as it is developed.

Erin Sasse, League of California Cities, indicated that voters will support SB 1 if they are aware that the funding is being used on local projects and not being diverted elsewhere.

Action: 1. *Received and filed.*

C. TUMF Calculation Policy

Christopher Gray reported that, over the past year, there has been a significant increase in TUMF not being calculated correctly. A few years ago, a provision was added to the TUMF Administration Plan that if jurisdictions contact WRCOG and request calculations be confirmed, if an error is found at a later date, the jurisdiction would not be held responsible.

Mr. Gray reviewed four options for calculating TUMF, explaining staff burdens and/or resources, and fee collection responsibility, for each option. Options included staff 1) calculate all project TUMF fees and verify exemptions; 2) staff calculate all non-residential TUMF fees and all categories in the Fee Calculation Handbook, verify exemptions; 3) staff calculate TUMF

fees for all uses in the Fee Calculation Handbook, verify exemptions; and 4) staff verify exemptions only.

In 2015, an online fee calculation tool was created, but never implemented. At that time, staff was working on the Nexus Study. Staff will refocus their attention on this tool and will be sharing this information with the Public Works Committee. One element staff wants to add to that tool is the ability to generate reports.

Committee member Todd Parton asked if there is an online clearing house for credit agreements.

Mr. Gray responded that staff is in the process of transferring that information to a web-based portal.

Committee member Armando Villa asked if option number four would still require the online calculation tool.

Mr. Gray responded that the tool would still be useful for jurisdictional staff and the development community.

Committee member Tom DeSantis indicated that option number four is the best option.

Action: 1. *Received and filed.*

D. Western Community Energy Activities Update

Rick Bishop reported that, for the past two years, staff have been examining the feasibility of forming a Community Choice Aggregation (CCA). Of the ten CCAs that are operational throughout the state, all experienced cost savings and met their other objectives.

WRCOG's CCA feasibility study developed a business plan for moving forward. Estimated savings per year, per jurisdiction, were shared with the Committee members. A CCA would provide residents with a choice on where their power is coming from.

In order for residents to have a choice, jurisdictions need to form a CCA. A CCA would allow for local rate setting, with local input and local control.

CCAs are economic drivers, which is the number one priority for jurisdictions. For businesses looking to locate to Western Riverside County, even a 2% savings in electricity costs is a significant benefit.

There are concerns being expressed about exit fees. The California Public Utilities Commission (CPUC) has already set the exit fee for 2018. The exit fee assumed in WRCOG's feasibility study was actually 30% higher than the current rate, and there were still cost savings to be recognized.

If a member jurisdiction is the least bit interested in joining a CCA, now is the time to create one. Creating a CCA will provide a platform for discussion of pros and cons in continuing with the formation of a CCA. The CPUC has indicated that if a CCA is not established by spring 2018, but launches later in the year, it will not be able to service load until the year 2020.

Committee member Tom DeSantis asked if it would be useful to prepare a schedule which would include a deadline to determine if a jurisdiction wants to join a CCA or not.

Mr. Bishop responded that that is a good idea. There is no jurisdictional obligation to operationalize a CCA in forming a CCA Joint Powers Authority (JPA), but the formation is necessary in order to collectively assess whether to move forwards.

Committee member Gary Thompson indicated that savings cannot be determined until two years after a CCA is operational. There is still a concern with cities losing franchise fee revenue.

Mr. Bishop responded that while true, each and every CCA operating throughout the state has experienced cost savings, even when cost savings was not a goal. That is a track record that cannot be ignored. Mr. Bishop also indicated that WRCOG's Feasibility Study built in many conservative assumptions and still produced expected savings.

Committee member Thompson indicated that if 65% of Southern California Edison's (SCE) service territory became a CCA, SCE would have to make up that lost revenue.

Committee member Kim Summers indicated that her City Council is waiting for another jurisdiction to join.

Committee member Michele Nissen expressed concern regarding AB 1912 and the matter of JPA ramifications regarding CalPERS and contract services.

Mr. Bishop responded that the CCA JPA would be separate from WRCOG's JPA. WRCOG would manage the JPA until the CCA JPA decides to hire its own staff. Staff have been following AB 1912, but will discuss further with legal counsel.

Steve DeBaun responded that the CCA JPA would not be a member of CalPERS while contracting with WRCOG, so there are some protections.

Committee member DeSantis indicated that WRCOG has a proven track record of managing large scale regional projects and has been on the cutting edge of matters over the years that have worked out.

Mr. DeBaun reiterated that jurisdictions can drop out of the CCA any time without any liability prior to contracts being signed.

Committee member Aaron Adams recommended a meeting of the tri-cities in the southern portion of the County to have an in depth discussion.

Jeremy Goldman indicated that there is a Code of Conduct in which utilities must abide by, which sets limits on what SCE employees can say. Several utilities have filed a request to modify that Code in order to allow more outreach to governmental partners. For clarification, there is no profit to SCE on the generation of electricity; it is a pass-through cost. SCE supports customer choice with the caveat that SCE customers should not subsidize CCA customers. The CPUC recognizes this, and that is what the proceeding will resolve.

Action: 1. *Received and filed.*

E. SAWPA's One Water One Watershed Plan and Forthcoming Prop 1 Water Grant Funding Opportunities

Mike Antos reported that SAWPA is in the midst of operating its Watershed Plan and has an open call for projects; jurisdictions are encouraged to submit requests.

Due to time constraints, this presentation will be rescheduled for further discussion.

Action: 1. *Received and filed.*

8. REPORT FROM THE EXECUTIVE DIRECTOR

Rick Bishop had nothing to report.

9. ITEMS FOR FUTURE AGENDAS

There were no items for future agendas.

10. GENERAL ANNOUNCEMENTS

Christopher Gray announced that a tour of the Contra Costa Transportation Authority's GoMentum Station, where autonomous vehicle testing is occurring, is confirmed for May 11, 2018. Members should contact staff if interested in attending.

Erin Sasse reported that Councilmember Randon Lane, City of Murrieta, is now the League's 2nd Vice-President. AB 1912 is out of Committee and will be a difficult bill to stop, so the League is requesting letters of opposition. SB 827 did not make it out of Committee; this bill may come back as a gut and amend. The California Business Round Table has a Tax Fairness Transparency and Accountability Act for the November ballot; a lot of money is being put into this initiative. The League is recommending that jurisdictions take a close review of the language, and is requesting resolutions of opposition. The next Division meeting is scheduled for May 14, 2018, in the City of Palm Springs.

Jennifer Ward announced that today is her last day of employment with WRCOG; she has accepted a position with the Clean Power Authority CCA in Los Angeles.

Committee member Michele Nissen introduced Bryan Jones, the City of Eastvale's new Assistant City Manager.

11. NEXT MEETING

The next regular Technical Advisory Committee meeting is scheduled for Thursday, May 17, 2018, at 9:30 a.m., at WRCOG's office located at 3390 University Avenue, Suite 450, Riverside.

12. ADJOURNMENT

The meeting of the Technical Advisory Committee adjourned at 11:30 a.m.

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Western Riverside Council of Governments Technical Advisory Committee

Staff Report

Subject: Finance Department Activities Update

Contact: Ernie Reyna, Chief Financial Officer, ereyna@wrcog.us, (951) 405-6740

Date: May 17, 2018

The purpose of this item is to provide an update on the Fiscal Year (FY) 2018/2019 Agency Budget development process, the 4th Quarter Budget amendment schedule for FY 2017/2018, the FY 2017/2018 Agency Audit, and the Agency Financial Report summary through March 2018.

Requested Action:

1. Receive and File.

FY 2018/2019 Agency Budget Development Process

Staff is finalizing the FY 2018/2019 Agency Budget; below is the schedule of presentations for review and action at the various Committees, including the General Assembly:

April 11, 2018:	Administration & Finance Committee (first review)
April 19, 2018:	Technical Advisory Committee (first review)
April 26, 2018:	Finance Directors Committee (first review)
May 7, 2018:	Executive Committee (first review)
May 9, 2018:	Administration & Finance Committee (second review)
May 17, 2018:	Technical Advisory Committee (second review)
June 4, 2018:	Executive Committee (second review)
June 21, 2018:	General Assembly (action)

4th Quarter Budget Amendment

June 30, 2018, will mark the end of the fourth quarter of FY 2017/2018. The Administration & Finance Committee will consider the 4th Quarter Draft Budget Amendment at its July 11, 2018, meeting. The Technical Advisory Committee will also consider the amendment report at its July 19, 2018, meeting, and the Executive Committee will consider the amendment on August 6, 2018.

Fiscal Year 2017/2018 Agency Audit

WRCOG's annual Agency audit is tentatively scheduled to begin the week of May 28, 2018. WRCOG utilizes the services of the audit firm Rogers, Anderson, Malody, and Scott (RAMS) to conduct its financial audit. The first visit is known as the "interim" audit; in July or August, RAMS will return to finish its second round, which is known as "fieldwork."

Financial Report Summary through March 2018

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

Prior Actions:

May 9, 2018: The Administration & Finance Committee received and filed.

May 7, 2018: The Executive Committee received and filed.

April 26, 2018: The Finance Directors Committee received and filed.

Fiscal Impact:

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

Attachment:

1. Financial Report summary – March 2018.

Item 6.A

Finance Department Activities
Update

Attachment 1

Financial Report summary –
March 2018

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Western Riverside Council of Governments
 Monthly Budget to Actuals
 For the Month Ending March 31, 2018

Revenues	Approved 6/30/2018 Budget***	Thru 3/31/2018 Actual	Remaining 6/30/2018 Budget
Member Dues	311,410	313,695	(2,285)
General Assembly	300,000	18,800	281,200
PACE Residential Revenue	816,771	768,095	48,676
CA HERO Residential Revenue	4,000,000	3,235,848	764,152
The Gas Company Partnership	50,000	31,377	18,623
SCE WREP Revenue	75,000	80,114	(5,114)
PACE Residential Recording Revenue	182,775	163,180	19,595
CA HERO Residential Recording Revenue	1,000,000	618,350	381,650
CA First Residential Revenue	167,000	29,900	137,100
CA First Residential Recording Revenue	86,000	10,587	75,413
Other Misc Revenue	-	3,928	(3,928)
Solid Waste	117,100	78,835	38,265
Used Oil Revenue	255,000	207,961	47,039
Active Transportation Revenue	150,000	80,567	69,433
RIVTAM Revenue	25,000	25,000	-
Air Quality-Clean Cities	137,500	138,000	(500)
LTF	726,000	726,000	-
Commercial/Service - Admin Portion	101,097	95,225	5,872
Retail - Admin Portion	118,867	85,501	33,366
Industrial - Admin Portion	249,133	352,716	(103,583)
Residential/Multi/Single - Admin Portion	1,045,779	757,868	287,911
Multi-Family - Admin Portion	129,787	79,598	50,189
Commercial/Service - Non-Admin Portion	2,426,945	2,285,406	141,538
Retail - Non-Admin Portion	2,852,820	2,052,030	800,789
Industrial - Non-Admin Portion	5,979,195	8,465,183	(2,485,988)
Residential/Multi/Single - Non-Admin Portion	25,098,070	18,188,822	6,909,248
Multi-Family - Non-Admin Portion	3,114,890	1,910,345	1,204,544
Total Revenues	58,774,824	40,802,933	17,971,892
Expenditures			
Wages & Salaries	2,579,801	1,936,515	643,286
Fringe Benefits	739,956	616,009	123,947
Total Wages and Benefits	3,379,757	2,552,524	827,233
Overhead Allocation	2,219,371	1,664,528	554,843
General Legal Services	634,037	671,730	(37,693)
Audit Fees	27,500	20,200	7,300
Bank Fees	29,000	20,604	8,396
Commissioners Per Diem	62,500	39,300	23,200
Office Lease	427,060	147,228	279,832
WRCOG Auto Fuel	750	480	270
WRCOG Auto Maintenance	100	710	(610)
Special Mail Svcs	1,800	673	1,127
Parking Validations	4,865	4,925	(60)
Staff Recognition	1,245	525	720
Coffee and Supplies	160	1,203	(1,043)

Event Support	105,370	69,629	35,741
General Supplies	26,088	16,429	9,659
Computer Supplies	12,258	7,887	4,371
Computer Software	28,486	22,308	6,178
Rent/Lease Equipment	35,100	20,316	14,784
Membership Dues	32,850	19,991	12,859
Subscriptions/Publications	5,099	698	4,401
Meeting Support/Services	18,910	11,946	6,964
Postage	5,005	5,994	(989)
Other Household Expenditures	4,250	-	4,250
COG Partnership Agreement	25,000	9,504	15,496
Storage	11,000	11,655	(655)
Printing Services	16,462	1,426	15,036
Public Notices	11,900		11,900
Computer Hardware	4,286	1,692	2,594
Misc. Office Equipment	1,376	688	688
EV Charging Equipment	5,975	5,975	-
Communications-Regular	9,218	12,969	(3,751)
Communications-Long Distance	500	231	269
Communications-Cellular	14,021	9,275	4,746
Communications-Comp Sv	75,009	38,930	36,079
Communications-Web Site	8,465	7,869	596
Equipment Maintenance - General	10,000	5,737	4,263
Equipment Maintenance - Computers	26,200	11,662	14,538
Insurance - General/Business Liason	73,520	64,370	9,150
WRCOG Auto Insurance	1,570	3,457	(1,887)
PACE Recording Fees	1,354,775	945,486	409,289
Seminars/Conferences	23,353	13,579	9,774
General Assembly Expenditures	300,000	48,206	251,794
Travel - Mileage Reimbursement	27,409	15,351	12,058
Travel - Ground Transportation	7,583	2,852	4,731
Travel - Airfare	25,423	12,191	13,232
Lodging	15,999	9,778	6,221
Meals	10,700	4,860	5,840
Other Incidentals	10,123	6,831	3,292
Training	15,400	9,060	6,340
Supplies/Materials	65,588	281	65,307
Ads	51,571	79,525	(27,954)
Education Reimbursement	25,000	2,500	22,500
Consulting Labor	4,414,309	1,671,152	2,743,157
Consulting Expenses	96,466	4,443	92,023
TUMF Project Reimbursement	39,000,000	11,818,580	27,181,420
BEYOND Expenditures	2,052,917	568,167	1,484,750
Computer Equipment Purchases	44,877	16,583	28,294
Office Furniture Purchases	312,500	265,488	47,012
Total General Operations	61,600,179	18,427,656	43,172,523
Total Expenditures	64,979,936	20,980,180	43,999,756

***Includes 1st & 2nd quarter budget amendments



Western Riverside Council of Governments Technical Advisory Committee

Staff Report

Subject: Regional Streetlight Program Activities Update

Contact: Tyler Masters, Program Manager, tmasters@wrcog.us, (951) 405-6732

Date: May 17, 2018

The purpose of this item is to update the Committee on the Western Riverside County Streetlight acquisition process and the participating jurisdictions next steps.

Requested Action:

1. Receive and file.

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

Background

At the direction of the Executive Committee, WRCOG developed a Regional Streetlight Program that will allow jurisdictions (and Community Service Districts) to purchase streetlights within their boundaries that are currently owned and operated by SCE. Once the streetlights are owned by the member jurisdiction, the lamps will be retrofitted to Light Emitting Diode (LED) technology to provide more economical operations (i.e., lower maintenance costs and reduced energy use). Local control of the streetlight system provides jurisdictions with opportunities for future revenue generation such as digital-ready networks and telecommunications and information technology strategies.

Regional Streetlight Acquisition Process

Eleven jurisdictions (listed below) have moved forward and signed Purchase and Sales Agreements to acquire current SCE-owned streetlights within their jurisdictional boundaries. Collectively, these account for nearly 48,000 streetlights within Western Riverside County. This Agreement includes the terms and acquisition price for the sale of the streetlights for each jurisdiction. In June 2017, SCE presented participating cities with a first, and only, amendment to its Purchase and Sales Agreements, which included two changes to the original agreement. The first is a minor change in the overall price of the streetlight systems to include the additional depreciation of the streetlight systems from the original 2015/2016 valuation. The second includes an increase in the transition cost, from \$30.00 per pole to \$32.15 per pole. The transition cost component of the Agreement includes the time and materials that SCE's contractor will take during the acquisition and transition process when converting a streetlight from SCE-ownership to jurisdictional-ownership. The Cities of Perris, San Jacinto, and Wildomar, and the Jurupa Community Services District (JCSD) did not receive an amendment to their Purchase and Sales Agreement because the updated transition cost was already included in their Agreement. Once each Agreement is signed by the jurisdiction, SCE will transmit the Agreement to the California Public Utilities Commission (CPUC) for review and approval.

The CPUC has approved nine of the member jurisdictions applications for streetlight ownership. The table below provides the status for each jurisdiction participating in the Program and is subject to change as SCE and CPUC progress through the approval processes. WRCOG staff will continue to update the progress as jurisdictions reach each milestone.

	City approves agreement to purchase streetlights	City approves amendment to PSA	SCE executes agreement	SCE sends to CPUC	CPUC approves streetlight transfer	City approves program participation
Eastvale	4/12/2017	7/25/17	✓	✓	12/8/2017	5/9/2018
Hemet	3/14/2017	9/11/2017	✓	✓	3/31/2018	
JCSD	3/13/2017	N/A	✓	✓	3/11/2018	5/14/2018
Lake Elsinore	1/24/2017	8/17/2017	✓	✓	3/11/2018	
Menifee	2/15/2017	3/7/2018				
Moreno Valley	3/21/2017	10/16/17	✓	✓	3/31/2018	
Murrieta	3/7/2017	7/11/17	✓	✓	9/29/2017	12/19/2017
Perris	3/28/2017	N/A	✓	✓	3/31/2018	5/8/2018
San Jacinto	3/28/2017	N/A	✓	✓	3/31/2018	12/19/2017
Temecula	2/28/2017	5/30/17	✓	✓	Est. Q2 2018	
Wildomar	3/8/2017	N/A	✓	✓	3/31/2018	

As part of the next step of the Program, staff will work with each jurisdiction to identify and pursue action on the Regional Program Participation Package.

To date, the Cities of Eastvale, Murrieta, Perris and San Jacinto have approved the Program Participation Package, which contains the following items:

1. Financing: If approved, the jurisdiction will elect to enter into an agreement with WRCOG’s financing lender for the Program, Banc of America. Banc of America will be working with each respective jurisdiction to provide the adequate amount for Acquisition and LED Retrofit.
2. Operation & Maintenance: If approved, the jurisdiction will elect to enter into an agreement with WRCOG’s Operation & Maintenance (O&M) vendor, Siemens, which will be conducting ongoing maintenance remedies for any streetlight outages and fixture damages, and provide a 24/7 call center for residents, with the goal of meeting and/or exceeding the current service that is being offered.
3. Retrofit: If approved, the jurisdiction will elect to enter into an agreement to convert their current (HPS/LPS) lighting fixtures to LED technology. The LED technology that will be implemented throughout the region will be installed by Siemens.

Staff will be working with remaining jurisdictions to coordinate the Program Participation Package approval at upcoming City Council / Board meetings.

Prior Action:

April 19, 2018: The Technical Advisory Committee received and filed.

Fiscal Impact:

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

Attachment:

None.



Western Riverside Council of Governments Technical Advisory Committee

Staff Report

Subject: WRCOG Committees and Agency Activities Update
Contact: Rick Bishop, Executive Director, rbishop@wrcog.us, (951) 405-6701
Date: May 17, 2018

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

Requested Action:

1. Receive and file.
-

Attached are summaries of actions and activities from recent WRCOG standing Committee meetings that have taken place since the April 2018 Executive Committee meeting.

Prior Action:

May 7, 2018: The Executive Committee received and filed.

Fiscal Impact:

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

Attachments:

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

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Item 6.C

WRCOG Committees and Agency
Activities Update

Attachment 1

WRCOG Committees Activities Matrix
(Action items only)

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WRCOG Committees Activities Matrix (Action Items Only)	Executive Committee	Administration & Finance Committee	Technical Advisory Committee	Planning Directors Committee	Public Works Committee	Finance Directors Committee	Solid Waste Committee
Date of Meeting: Current Programs / Initiatives:	4/2/18	4/11/18	4/19/18	Did not meet	4/12/18	4/26/18	Did not meet
Regional Streetlights Program	Authorized the Executive Director to enter into contract negotiations with the Evaluation Committee's recommended LED fixture providers, California Electric Supply and General Electric.	n/a	Received and filed.		Received and filed.	n/a	
Property Assessed Clean Energy (PACE) Programs	1) Received WRCOG PACE Program Summary; 2) conducted a Public Hearing Regarding the inclusion of the City of Pleasanton; 3) adopted WRCOG Resolution Number 07-18; and 4) Approved revisions to the overview statement that incorporates SB 242 and AB 1284 legislation for the WRCOG Energy Efficiency and Water Conservation Administrative Guidelines and Program Report, as well as the Program Handbooks for WRCOG HERO, CA HERO, CaliforniaFIRST, PACE Funding, and Spruce PACE Programs.	n/a	n/a		n/a	n/a	
Community Choice Aggregation (CCA) / Western Community Energy	Received and filed.	n/a	Received and filed.		n/a	n/a	
TUMF	1) Authorized the Executive Director to execute a TUMF Reimbursement Agreement with the City of Menifee for the Construction Phase of the Scott Road / I-215 Interchange Project; 2) authorized the Executive Director to execute a TUMF Reimbursement Agreement with the County of Riverside for the Construction Phase of the Archibald Avenue Bridge Project; and 3) authorized the Executive Director to execute a TUMF Reimbursement Agreement Amendment with the City of Perris for the Construction Phase of the Nuevo Road / I-215 Interchange.	n/a	Discussed and provided input regarding options for the TUMF Calculation Policy.		Discussed and provided input regarding options for the TUMF Calculation Policy.	n/a	
Fellowship	Received and filed.	n/a	n/a		n/a	n/a	
New Programs / Initiatives:							
EXPERIENCE	n/a	Received and filed.	Received and filed.		n/a	n/a	

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Item 6.C

WRCOG Committees and Agency
Activities Update

Attachment 2

Summary recaps from recent
Committee meetings

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Western Riverside Council of Governments Executive Committee Meeting Recap April 2, 2018

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

Continued Membership of the Riverside County Superintendent of Schools on WRCOG

- The Executive Committee approved a one-year extension to the MOU between WRCOG and the Riverside County Superintendent of Schools for the Superintendent to continue serving as an ex-officio member of the Executive Committee.

TUMF Program Reimbursement Agreements

- The Committee also approved TUMF Reimbursement Agreements for:
 - City of Menifee for the Scott Road / I - 215 Interchange;
 - County of Riverside for the Archibald Avenue Project; and
 - Amendment to the TUMF Reimbursement Agreement for the City of Perris' Nuevo Road / I - 215 Interchange.

Support Position on AB 3027

- The Committee adopted a position of support for Assembly Bill (AB) 3027 (Chavez) regarding an amendment to the California Environmental Quality Act (CEQA). The bill would significantly limit the ability of third-party groups - not impacted by the project in question - to file a lawsuit under CEQA in an effort to gain compensation for attorney's fees.

Report from the League of California Cities

- The League is recommending member jurisdictions to be aware and/or consider sending position letters to the Legislature regarding:
 - Oppose:
 - [SB 827](#) (Wiener) Planning and Zoning: Transit Rich Housing Bonus: this bill would rezone all land within a one-half mile radius of major transit corridors to accommodate buildings up to 10 stories tall.
 - [AB 1749](#) (Daly): Workers' Compensation for Off-Duty Peace Officers
 - Support:
 - [AB 2123](#) (Cervantes) would give local governments an additional 90 days to engage the public about district-based elections and implement the change within 6 months.
 - [AB 2491](#) (Cooley): Vehicle License Fee Adjustment Amounts
 - [AB 2268](#) (Reyes): Property Tax Revenue Allocations: Vehicle License Fees
 - Watch:
 - [AB 3037](#) (Chiu) Community Redevelopment Law
- There also is an initiative currently gathering signatures that would require local governments to increase the voter-approval threshold to raise new fees to two-thirds instead of a 50% +1 vote for general taxes. The initiative would also retroactively nullify local taxes imposed in 2018 unless the measure received a two-third's voter approval.

RIVCOconnect Presentation: Riverside County Broadband Initiative

- RIVCOconnect is a multi-jurisdictional effort to bring Gigabit fiber to every home, business and institution across 87 incorporated and unincorporated areas of Riverside County without having a direct cost to taxpayers. The County has adopted a broadband policy and published a Broadband Master Plan outlining a regional plan of action.
- After meeting with several telecommunications providers, however, the County determined that Internet Service Providers (ISP's), are not interested in committing to new local efforts without public funds. ISP's are also not willing enter into a partnership that will set a precedent, which would be difficult to replicate nationally. Moving forward, the County will continue to advocate for high-speed county-wide broadband by working with current service providers and leveraging the existing assets in the County.
- Another service the County provides is collection and donation of used IT equipment to nonprofit and other community serving organizations.
- For more information, please contact Tom Mullen II, Chief Data Officer, County of Riverside tmullen@rivco.org, (951) 955-1850.

Regional Streetlight Program Advances

- Through the Regional Streetlight Program, WRCOG is helping 11 jurisdictions acquire their Southern California Edison (SCE) - owned streetlights (nearly 48,000 in total) and retrofit them to energy efficient LED bulbs. The California Public Utilities Commission (CPUC) has approved 8 of the 11 participants' agreements. The agreements for the remaining 3 jurisdictions are still being reviewed.
- The next step for participating jurisdictions who have received CPUC approval is for SCE to initiate the transition process of the streetlights. Staff will maintain those jurisdictions updated on the transition process over the next few months.
- The Executive Committee approved the authorization for the Executive Director to enter into contract negotiations with the recommended LED fixture providers: California Electric Supply and General Electric.

Public Service Fellowship Update

- The second Round of the Fellowship is now complete; Fellows placed throughout member jurisdictions worked from July 2017- March 30, 2018.
- To staff knowledge to-date, 3 Fellows have been employed by their host agencies; 3 others have secured employment with a separate jurisdiction from where they completed their Fellowship, but still within Western Riverside County; and 4 others have been accepted into prestigious Master's programs.
- Staff will be recognizing outgoing Fellows at a completion reception on Thursday, April 19th, 2018 from 11:30 a.m. – 1:00 p.m. at the Grier Pavilion located on the seventh floor patio of Riverside City Hall.
- Staff will be vetting and interviewing candidates for the next Round from April through May and will provide member agencies with a list of potential matches in June. The next Round of Fellows will begin the program in July of this year and complete their hours by March of 2019.

Upcoming Events

- April 18, 10:00 a.m. to 5:00 p.m.: the League of California Cities will host its annual Legislative Action Day at the Sacramento Convention Center & State Capitol. The conference is a special opportunity to gather and network with local officials and address local priority issues to the Legislature and Administration. Register [here](#).
- May 11, 8 a.m. to 12 p.m.: WRCOG, in conjunction with the Contra Costa Transportation Commission, will hold a tour of the Contra Costa County autonomous vehicle testing facility. The tour is free for WRCOG Executive Committee members. RSVP [here](#).
- June 21, 4 p.m. to 9 p.m.: WRCOG will host its 27th Annual General Assembly & Leadership Address featuring Steve Forbes at Morongo, free for WRCOG member jurisdictions. RSVP [here](#).



**Western Riverside Council of Governments
Administration & Finance Committee Meeting Recap**
April 11, 2018

Following is a summary of major items discussed at the April 11, 2018, Administration & Finance Committee meeting. To review the full agenda and staff reports, please click [here](#). To review the meeting PowerPoint Presentation, please click [here](#).

FY 2018-2019 Committee Leaders Recommended

- The following Committee members were recommended for leadership positions in FY 2018-2019, to be confirmed by the General Assembly on June 21, 2018:
 - Chair: Supervisor Chuck Washington, County of Riverside, District 3
 - Vice-Chair: Councilmember Bonnie Wright, City of Hemet
 - 2nd Vice-Chair: Councilmember Laura Roughton, City of Jurupa Valley

Annual Community Service Awardees Recommended

- WRCOG will recognize leaders in regional community service at its 2018 General Assembly & Leadership Address is scheduled for Thursday, June 21 at the Morongo Casino, Resort & Spa.
- Based on nominees and feedback from Committee members, the following individuals will be recognized, upon confirmation by the Executive Committee on May 7, 2018: Supervisor Marion Ashley, District 5; Supervisor John Tavaglione, District 2; and Josiah Bruny, Music Changing Lives.

3rd Quarter Budget Amendments

- The Committee approved amendments to the 3rd Quarter FY 2017/2018 Budget, which included no net changes to the General Fund, Transportation Department, and Environment Department, and included a reduction in projected revenues to the Energy Department of \$1.8 million to reflect declining HERO Program volumes, primarily caused by market saturation and other PACE providers entering the market.

FY 2018/2019 Member Dues Approved

- The Committee voted to maintain the current WRCOG Member Agency Dues structure and allocation for FY 2018/2019, keeping it consistent with prior years.

Request for Proposals (RFP) Issuance Policy Adopted

- The Committee adopted a policy for issuing RFPs of certain budgets, following the same dollar thresholds as WRCOG's current Signature Authority policy:
 - No RFP is required if the resulting contract is \$50,000 or less;
 - An RFP is required if the resulting contract is between \$50,000 and \$100,000, unless the Executive Director makes certain findings; and
 - An RFP is automatically required for any contract in excess of \$100,000.

RCHCA Takes Step Towards Full Consolidation with WRCOG

- The Committee direct staff to continue to work with Riverside County and the RCHCA to fully consolidate RCHCA staff and operations into WRCOG and return with the necessary documents and agreements to commence the transition, based on success and efficiencies experienced thus far under the operating agreement between WRCOG and RCHCA.

Changes Considered to Executive Committee Alternates Provisions

- Staff reviewed language in WRCOG's Joint Powers Agreement (JPA) and Bylaws in comparison with other regional agencies' governing documents to determine best practices for designating alternates for Executive Committee (City, County, and other Agency) members.
- The Committee directed staff to conduct further research and return with sample language to be potentially amended into the JPA.

Agency Compensation Study

- WRCOG's consultants, Koff & Associates, presented the results of a comprehensive analysis of WRCOG's total compensation practices, including salaries and benefits, which compared WRCOG against 12 other agencies.
- The Study found that WRCOG's beginning salary steps are 36.5% below the market median, and that WRCOG's top salary steps were 2.8% below the market median. It also found that for nearly every staff position, WRCOG ranked last in terms of overall dollar amount provided to benefits for employees. Lastly, WRCOG's total compensation (salaries plus benefits) were examined against the 12 comparators, and found that WRCOG was 6.5% below the market median.
- Staff was directed to take steps to bring WRCOG in line with the average of compared agencies.

Draft FY 2018-2018 Agency Budget

- WRCOG presented the first of two reports to the Admin & Finance Committee on the Agency's Budget for the upcoming fiscal year.
- Staff presented a balanced budget with total Agency revenue for FY 2017/2018, plus transfers from other departments for overhead, projected to be \$60,352,792, against total Agency expenditures of \$55,713,343.

Experience Regional Innovation Center – this item was continued to a future meeting



Western Riverside Council of Governments Technical Advisory Committee Meeting Recap April 19, 2018

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

Bi-County Healthy Development Checklist is Finalized

- The Riverside University Health System presented a Checklist which can be used as a guide for planning staff and developers.
- Funded by WRCOG BEYOND, the authors collected feedback from stakeholders across the Inland Empire including WRCOG's Planning Directors Committee, the San Bernardino Council of Governments, and San Bernardino Public Health.
- The Checklist supports a requirement of County of Riverside General Plan to include a Health Element and a Healthy County Resolution; San Bernardino County is doing similar work.
- Topic areas include active design, neighborhood connectivity, public safety, and access to healthy food.

Senate Bill 1 Implementation Gears Up

- Anne Mayer, Executive Director, RCTC, discussed SB 1 funding and current efforts to repeal it. She also provided a brief overview of Proposition 69 which will be considered on the ballot this June. Proposition 69 will guarantee that funds from transportation be allocated to transportation programs and not be diverted to non-transportation uses.
- SB 1 is regarded as a "fix it first" program which will stabilize transportation funding and focus funding on system maintenance.
- SB 1 will provide \$48 million in formula funding for projects in Riverside County in 2018 and more than \$100 million in 2019. If SB 1 is repealed, that funding for projects will be gone and many projects in Riverside County will not be completed.
- An SB 1 implementation workshop will be held in Los Angeles on Friday, May 18th.

The TUMF Calculation Policy is Being Updated

- Staff presented options (that have also been discussed with the Public Works Committee) that could be implemented to reduce / eliminate TUMF Program calculation errors. While errors in calculating TUMF and/or interpreting TUMF exemptions occur infrequently, when they do happen they can cause friction between WRCOG and the jurisdiction, between the jurisdiction and the developer, or both. New language in the TUMF Administrative Plan could help to alleviate calculation errors. It states that, "If first vetted through WRCOG staff in writing, the calculation is not subject to additional review."

- In 2015, an online fee calculation tool was created, but never implemented. At that time, staff was working on the Nexus Study. Staff will refocus their attention on this tool and will be sharing this information with the Public Works Committee. One element staff wants to add to that tool is the ability to generate reports. Jurisdictional staff and the development community will have access to this tool.
- Having WRCOG staff be responsible for calculating all TUMF obligations, similar to how calculations occur by water districts and schools, for example, could alleviate this issue. Staff will explore it more and report back with any proposed course of action.

Western Community Energy Update

- Staff provided a presentation on Community Choice Aggregation (CCA) efforts that are ongoing throughout the state, and summarized the success of the 10 operational CCAs. Several CCA efforts are underway in Riverside County, including in San Jacinto, the unincorporated area, and the new Desert Community Energy CCA that is operating in the Coachella Valley. In all, jurisdictions representing approximately 65% of SCE territory is examining CCA implementation.
- Staff reiterated the benefits of CCAs, which include local rate setting, local input to rate setting, utility bill savings, choices for residents and businesses, and economic development.
- A website for the CCA being contemplated in Western Riverside County, called “Western Community Energy,” has launched. Visit <http://westerncommunityenergy.com/> to view excellent video FAQs, which provides answers to many common questions about CCAs.
- The so-called “exit fee” required of CCAs is NOT cost prohibitive. The exit fee assumed in WRCOG’s feasibility study was actually 30% higher than the current rate set by the California Public Utilities Commission, and there were still cost savings to be recognized.
- Staff encouraged jurisdictions to join and form the CCA as soon as possible in order to preserve the ability to launch and operationalize the CCA sooner, should the jurisdictions determine to move forward. Joining the CCA would not be a commitment to implement, but would provide for staff and elected officials to meet together in order to develop a consensus-based approach on whether to proceed.

SAWPA’s One Water One Watershed Plan and Forthcoming Prop 1 Water Grant Funding Opportunities

- SAWPA is in the midst of operating its Watershed Plan and has an open call for projects; jurisdictions are encouraged to submit requests.

Upcoming Events

- May 11, 8 a.m. to 12 p.m.: WRCOG, in conjunction with the Contra Costa Transportation Commission, will hold a tour of the Contra Costa County autonomous vehicle testing facility. The tour is free for WRCOG Executive Committee members. RSVP [here](#).
- June 21, 4 p.m. to 9 p.m.: WRCOG will host its 27th Annual General Assembly & Leadership Address featuring Steve Forbes at Morongo, free for WRCOG member jurisdictions. RSVP [here](#).

Next Meeting

- **The Technical Advisory Committee is DARK in June.** The next meeting of the Technical Advisory Committee will convene on Thursday, July 19, 2018, at 9:30 a.m. in WRCOG's office, located at 3390 University Avenue, Suite 450, Riverside.



Western Riverside Council of Governments
Public Works Committee Meeting Recap
April 12, 2018

Regional Streetlight Program

- Tyler Masters, WRCOG Program Manager, provided an activities update on the Regional Streetlight Program. The Regional Streetlight Program will assist member jurisdictions with the acquisition and retrofit of their Southern California Edison-owned and operated streetlights. In September 2017, WRCOG released a Request for Quotations solicit suppliers interested in providing WRCOG's member agencies with LED lights for the replacement of jurisdiction-owned streetlights.
- Staff informed the Public Works Committee that General Electric was selected by the Evaluation Committee for lighting fixtures.
- On April 2, 2018 the WRCOG Executive Committee authorized the Executive Director to enter into contract negotiations with the California Electric Supply and General Electric.
- For more information, please contact Tyler Masters at tmasters@wrcog.us.

Active Transportation Plan

- Miguel Núñez, Fehr & Peers, provided a presentation on the Final Report of the western Riverside County Active Transportation Plan, which focuses on enhancing the non-motorized infrastructure throughout the region.
- The Final Report contains detailed project-level summary sheets providing information on individual facilities, supported by statistics, cost estimates, and feasibility outlines.
- The Final Report will be presented to the Public Works Committee in May for approval.
- For more information, please contact Christopher Tzeng at ctzeng@wrcog.us.

TUMF Calculation Policy

- Daniel Ramirez-Cornejo, WRCOG Senior Analyst, provided a presentation on four options developed by staff to avoid errors and issues related to TUMF assessment for development projects.
- Staff will provide the Public Works Committee with an update in May with additional details for the top two preferred options.
- Staff's recommendation regarding the topic is to move forward with an option that would at the very least have WRCOG sign off on exemptions of TUMF from any new development project.
- For more information, please contact Daniel Ramirez-Cornejo at dramirez-cornejo@wrcog.us.

Local Agency Interest in Big Data

- Christopher Gray, WRCOG Director of Transportation, provided a presentation on a big data initiative to assist the City of Temecula on the topic of congestion along the I-15.
- WRCOG and consultant, Fehr & Peers, have conducted analysis on traffic patterns as part of the "Move I-15 Through Temecula Valley Regional Task Force".
- For more information, please contact Christopher Gray at cgray@wrcog.us.

GoMentum Station Field Visit

- WRCOG will visit the GoMentum Station, a testing facility for autonomous and connected vehicle technology in Concord, California. The Contra Costa Transportation Authority and its partners use the GoMentum Station as a center for transportation research.
- The field visit is scheduled for May 11, 2018. WRCOG has secured spots for up to forty members of the WRCOG Committees. If interested in participating in this field visit, please contact Christopher Gray at cgray@wrcog.us.



**Western Riverside Council of Governments
Finance Directors Committee Meeting Recap**
April 26, 2018

Following is a summary of major items discussed at the April 26, 2018, Finance Directors Committee meeting. To review the full agenda and staff reports, please click [here](#). To review the meeting PowerPoint Presentation, please click [here](#).

3rd Quarter Draft Budget Amendment for Fiscal Year 2017/2018

- The single largest amendment was to the CA HERO revenue, which was reduced by \$1.8M, mostly due to market saturation and other financing options available to customers.
- Overall, no net increase to the Fiscal Year (FY) 2017/2018 budget for the 3rd Quarter.

Local Assistance Programs – BEYOND and Grant Writing

- Round I of the BEYOND Programs provided \$1.8M in funding for various projects. 32 projects were funded and as of this writing, 23 have been completed.
- Round II of BEYOND was broken into three categories, including \$75K for Health; \$175K for Team; and \$2M for Core. 51 projects were funded in this particular round.
- \$700K was set aside for WRCOG's Grant Writing Program. There were five areas targeted for grant acquisitions: Active Transportation, CalTrans Sustainable Transportation and Adaptation Planning, Affordable Housing and Sustainable Communities, electric vehicle and alternative vehicle and alternative fuel readiness or funding related to Clean Cities, and any new grant opportunities.
- If interested in Grant Writing Assistance, please contact Andrea Howard at ahoward@wrcog.us, or Chris Tzeng at ctzeng@wrcog.us.

FY 2018/2019 Agency Draft Budget

- The FY 2018/2019 Agency budget will present revenues and carry forward funds transferred in of \$60.3M against expenditures and overhead of \$55.7M.
- Mr. Ruiz explained that the budget is compiled by the four departments at WRCOG: Administration, Energy, Environment, and Transportation. All departments and programs are included in WRCOG's general fund with the exception of the TUMF Program, which is a Special Revenue Fund.
- The Administration Department projects a balanced budget for FY 2018/2019 with revenues and transfers in the amount of \$6.7M against revenues of \$6.7M.
- Staff is budgeting a very conservative 40% reduction in PACE revenues within the Energy Department, but staff is also optimistic that new PACE providers for both residential and commercial may provide a slight boost, but it is not expected that revenues will return to their peak amounts in FY 2015/2016. The Energy Department projects a balanced budget for FY 2018/2019, with revenues of \$5.4M against expenditures of \$5.2M.

- The Environment Department is a pass-thru account where funds received are the same amount as what is paid out. The Environment Department projects a balanced budget for FY 2018/2019, with revenues of \$368K against expenditures of \$368K.
- In the Transportation Department, revenues within the TUMF Program are anticipated to be higher, coming in at \$45M for FY 2018/2019. The Transportation also projects a balanced budget with revenues of \$47.2M against expenditures of \$42.8M.

Report from WRCOG's Chief Financial Officer

- WRCOG's annual General Assembly will be on Thursday, June 21, at Morongo Casino Resort & Spa. The keynote speaker will be Steve Forbes and each Member Agency will be given a table of 10 at the event.

Items for Future Agenda

- The Finance Directors Committee expressed an interest in hearing a presentation on the topics of cannabis and housing. These two topics will be brought forward at the July meeting.

Next Meeting

- The next meeting of the Finance Directors Committee will convene on Thursday, July 26, 2018 at WRCOG's office, located at 3390 University Avenue, Suite 450, Riverside.



Western Riverside Council of Governments Technical Advisory Committee

Staff Report

Subject: International City / County Management Association Activities Update

Contact: AJ Wilson, California Senior Advisor, ajwcm@aol.com, (760) 723-8623

Date: May 17, 2018

The purpose of this item is to provide the Committee with an update of International City / County Management Association (ICMA) activities.

Requested Action:

1. Receive and file.

ICMA Annual Conference

The ICMA Annual Conference will be in Baltimore, Maryland September 23 – 26, 2018. It will also provide an opportunity to visit Washington, D.C., which is a short UBER ride away.

Registration will open on the ICMA website by 9:00 a.m. on June 6, 2018. If you plan to attend, Mr. Wilson recommends that you make a hotel reservation as soon as possible as the rooms fill very early. Should you be unsure, it is still wise to register and make a reservation and cancel later for a small fee.

Mr. Wilson hopes many Committee members will want to attend since it will also give you the opportunity to visit the congressional delegation in D.C. at the same time.

League of California Cities

League of California Cities City Manager's Department: The Executive Committee of the City Manager's Department met on Wednesday January 31, 2018, for its Annual Work Program meeting. A major focus of the meeting was updates on the implementation of the 2017-2018 Work Program. A copy of the Work Program is included as Attachment 1 to this report.

Issues related to next steps in addressing the fiscal crisis that can face us with funding public pensions are also included in the Work Program Attachment. There will be a session early in the conference to review the work of the City Managers Task Force and to discuss these alternatives and others.

Senior Advisor Support

As your Senior Advisor, Mr. Wilson is available for personal discussions, resource identification, and general briefings for your employees who may be ICMA members or MMASC members. Please contact Mr. Wilson at (714) 323-9116 or ajwcm@aol.com.

Prior Action:

January 18, 2018: The Technical Advisory Committee received and filed.

Fiscal Impact:

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

Attachment:

1. City Managers Department 2017-2018 Work Plan.

Item 6.D

International City / County
Management Association
Activities Update

Attachment 1

City Managers Department
2017-2018 Work Plan

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City Managers Department 2017-2018 Work Plan

1. **Push for Reasonable and Sustainable Pension Reform** (*Bruce Channing, Laguna Hills; Anton Dahlerbruch, Board Member; Kurt Wilson, President-elect; Eric Figueroa, At-Large*)
 - i. Through meaningful reform, develop plans that have long-term sustainable costs resulting from changes to benefit formulas for all members.
 - ii. Advocate for more contract flexibility for contracting cities.
 - iii. Seek clarification on several interpretations of PEPRA that may be harmful to city operations.
 - iv. Enact reforms that still allow retirees to still perform some limited services essential to cities with a need.
 - v. Developing a communication plan for city managers and elected officials.

2. **Support California's City Managers** (*Mark Alexander, CM La Canada Flintridge; Valerie Barone, CM Concord; Matt Bronson, CM Grover Beach; Teri Killgore, ICM Vallejo; Peter Castro, ATCM Indian Wells*)
 - Continue to promote and implement strategies outlined in the "Challenges and Strategies: Maximizing Success for City and County Managers in California"
 - i. Continue and expand presentations at League and affiliate conferences
 - ii. Support and expand the reach of pilot projects:
 1. "Joys and Challenges" segments at Area Group manager meetings
 2. "Buddy System" to welcome and assist new City Managers
 3. Development of a "Peer Team" to provide outreach to managers in distress.
 4. Development of "talking points" (in conjunction with ILG or other groups) six times per year on issues of importance for elected officials that specifically focus on the Council-Manager relationship. Talking points would be provided to all regional managers and shared at league division outings.
 - Highlight and promote educational and motivational opportunities for Managers
 - Continue to integrate efforts of Cal-ICMA and CCMF to make sure they are complimentary and promote such efforts.

3. **Motivate, Celebrate and Challenge Department Members** (*Reeva Feldman, VP/CCMF Rep*)
 - i. Provide regular communications to members of the department through a monthly email message.
 - ii. Challenge Managers to represent the profession and their communities well with commitment, focus and passion. Develop a program that encourages Managers to "check-in" with others if encouragement or correction is needed prior to there being a professional issue.

4. **Continue Building on Our Relationship with the League Executive Director, Senior Staff, and the Board of Directors** (*Jim Lewis, President; and Kurt Wilson, President-elect, Anton Dahlerbruch, Board Member*)
 - Continued commitment to support the Board's goals.
 - Create an efficient ways for representatives to report to the Department.

5. **Establish a working group of City Managers and League staff to enhance Outreach Efforts of California Cities that Successfully Results in Policies Promoting Local Control and the Long-term Sustainability of Cities** (*Pat West, CM Long Beach; Eric Figueroa, At-Large; Debra Garcia, MSD Pismo Beach; Jorge Garcia, ATCM Santa Ana, mmcDave Mullinax, Regional Representative*)

2017-2018 Department Officers

President – *Jim Lewis, City Manager, Pismo Beach*
President Elect – *Kurt Wilson, City Manager, Stockton*
Vice President – *Reva Feldman, City Manager, Malibu*
Immediate Past President – *Dan Keen, City Manager, Vallejo*
Department Director* – *Tony Dahlerbruch, City Manager, Palos Verdes Estates*

At-Large Representatives

Southern CA under 100,000 Population – *Mark Alexander, City Manager, La Canada Flintridge*
Southern CA over 100,000 Population – *Pat West, City Manager, Long Beach*
Northern CA under 100,000 Population – *Eric Figueroa, Asst. City Manager, San Ramon*
Northern CA over 100,000 Population – *Valerie Barone, City Manager, Concord*



Western Riverside Council of Governments Technical Advisory Committee

Staff Report

Subject: Active Transportation Plan – Final Report

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

Date: May 17, 2018

The purpose of this item is to request that the Committee recommend that the Executive Committee approve the Western Riverside County Active Transportation Plan.

Requested Action:

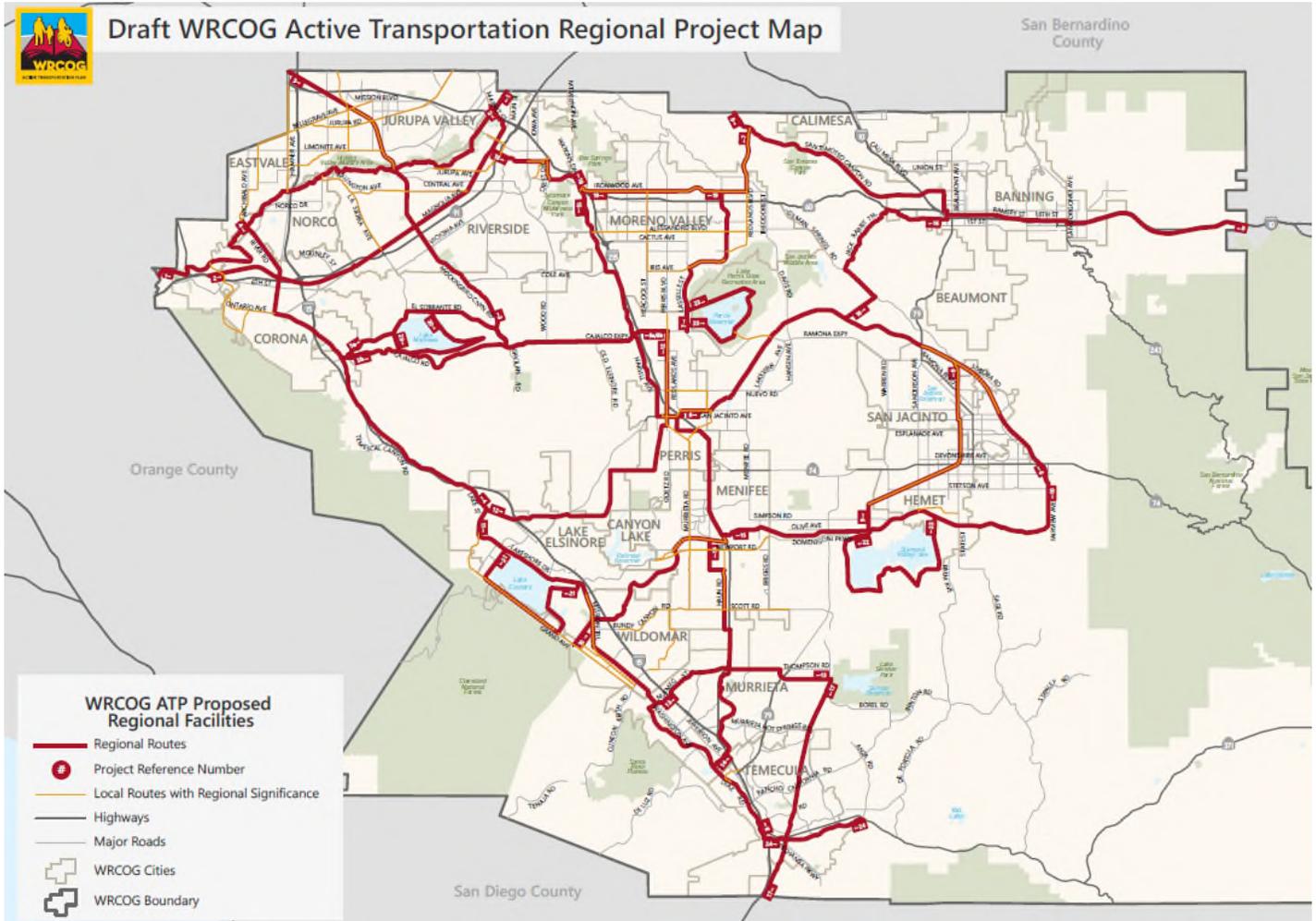
1. Recommend that the Executive Committee approve the Western Riverside County Active Transportation Plan.

On May 28, 2015, the California Transportation Commission allocated funding to WRCOG to develop the Western Riverside County Active Transportation Plan (ATP). The Plan set objectives to increase safety and effectiveness of the non-motorized system, incorporate local Safe Routes to Schools planning efforts, and identify economic indicators that include education, disadvantaged communities, and federal air quality non-attainment zones. Since early 2016, WRCOG and its project team have been working on gathering input and working on the elements of the ATP. The ATP identifies challenges to and opportunities for creating a safe, efficient, and complete active transportation network that will expand the availability of active modes of transportation for users both within the region and between neighboring regions. The Plan was presented to the Public Works Committee at its April meeting and comments were provided. Those comments were addressed and the updated Plan was disseminated to the Committee for review prior to its May meeting. The Plan is now being presented to the Technical Advisory Committee seeking a recommendation of Plan approval to the Executive Committee. WRCOG is providing the Plan as a resource for jurisdictions who are interested in pursuing active transportation projects or programs and is not mandatory.

Executive Summary

WRCOG strives to support all residents and visitors of WRCOG whether they choose to walk, bike, take transit, or drive. This ATP focuses on enhancing the non-motorized infrastructure throughout the region, in hopes of developing a robust network for people who choose or need to walk and/or bike. Improvements to the active transportation network will ultimately benefit all users of the transportation system by providing more transportation choices. This plan serves as a resource for WRCOG member jurisdictions and stakeholders to help identify important active transportation facilities they would like to see in their community and provides steps on how each individual project can be achieved.

The region's decision makers and representatives have provided input to this Plan. A year-long outreach effort was conducted to develop a regional active transportation network; one that is supported by facilities that span across the region and offer local connections to the many communities in the WRCOG subregion. The result is a network of 24 regional routes, many of which cross multiple jurisdictions and provide access to regional destinations. Forty-four local routes with regional significance, which were identified by local Planning and Public Works Directors, link to the regional routes, facilitating mobility and access for all cities and neighborhoods. The map below shows the proposed regional network across Western Riverside County.



Chapter 2 of the document provides an introduction to the project. Chapter 3 provides an overview of the existing conditions in the region, with a focus on non-motorized modes of transportation. The ATP then provides an overview of the proposed active transportation regional network, with background information on the development process and its relation to other WRCOG projects happening in tandem with this plan. Each individual regional active transportation facility has its own detailed summary, which provides statistics and data that will aid in the funding and implementation process. Implementation and funding strategies that are relevant to the entire region are also provided at the end of the document.

Conducting outreach across Western Riverside County made one thing clear: jurisdictions are ready and willing to get to work to improve active transportation infrastructure region-wide. In hopes of capitalizing on the interest and collaboration of the ATP, this Plan has identified a handful of “near-term strategies,” summarized below, that will keep the conversation going and help move communities towards designing, funding, and implementing non-motorized infrastructure projects.

1. Open Streets Community Festivals

Southern California has many successful examples of Open Streets events to emulate in Western Riverside County. These include events such as Ciclavia and SCAG Go Human campaigns. WRCOG is willing to advertise and help facilitate these types of temporary, tactical, urbanism events throughout the subregion. The idea is to be impactful, and have stakeholders and community members better understand the concept of active transportation. These events allow people of all ages and backgrounds to engage with non-motorized facilities in a controlled environment. They can also get jurisdictions excited enough to implement change. Another benefit of these events is that they continue the momentum of the ATP. If staff changes occur in decision-making positions, an Open Streets Event can help put focus back on the projects established as part of this effort.

2. Champion Building

It is important for decision makers and community members to be able to speak knowledgeably about active transportation so that the conversation continues for identifying the projects best for implementation. Western Riverside County is willing to invest in different training programs that focus on different aspects of active transportation. This training could be conducted at WRCOG headquarters, or in a video format. Training topics could include the basics of Complete Streets, impacts of lacking active transportation infrastructure, and active transportation decision making. The trainings would be tailored to different audiences, including high-level trainings for Directors / Leaders, and more detailed trainings for line staff. Advocates and community members could also take part in some of the trainings offered. By building a group of people more conversant in active transportation, Western Riverside County will have more support in moving toward project implementation when the opportunities arise.

3. Holistic Safety Improvements

The safety of bicyclists and pedestrians is one of the most important aspects of active transportation planning for the Western Riverside County. Near-term safety improvements can be achieved by targeting two aspects, policy and education. Policy-based safety improvements include focusing more time and money on efforts such as Safe Routes to School or VisionZero. By applying to the state-funded Systemic Safety Analysis Report Program, safety issues could be better identified and a list of systemic low-cost countermeasures could be developed. Education could be enhanced with efforts that focus on stakeholder outreach to involve key stakeholders in active transportation-related activities or field visits that help motivate communities for change. Field trips to challenging facilities or areas without any active transportation infrastructure in place would help stakeholders better understand the current conditions and challenges faced by users. Field trips would also allow improvements to be better tied into other maintenance or construction efforts, if the decision makers were aware of critical areas of need.

4. Identifying New Funding Opportunities

One of the greatest barriers to implementation is funding for active transportation projects. This plan provides an overview of many of the common grants and funding sources that are available to jurisdictions in Western Riverside County. It is also important to develop a list of ideas for unique ways to collect funds. There are funds that may not obviously relate to active transportation, such as climate adaptation funding, but could be pursued by emphasizing the link between non-motorized modes and their minimal impacts on the environment. Other unique ways to fund projects could include crowd-funding or requiring a local match to implement projects. There are examples across the nation, such as in Denver and Newport Beach, where businesses and residents contributed to the construction of important community projects. An additional strategy for covering all costs is making construction or maintenance more affordable. By reducing the cost of infrastructure by utilizing innovative design and construction techniques, the region will be able to stretch its money further. Jurisdictions can share best practices throughout Western Riverside County when they find cost-effective ways to implement change. This has been done, and may continue to be done, through WRCOG's Committees. Lastly, WRCOG is committed to reaching out to cities that need funding assistance. Staff is ready and willing to help with applications and identify ways to implement and construct projects around the region.

Possible Immediate Action Items

Building on the above strategies, there are a handful of actions that should be considered. Listed below are areas where WRCOG can provide support and resources to the subregion and build momentum toward the implementation of facilities identified in the Active Transportation Plan:

1. Plan for a kick-off Open Streets Event: WRCOG can help sponsor a block party that provides opportunities to demonstrate potential projects, obtain community input on a variety of local and regional issues, market the Active Transportation Plan and how it can help fund and implement local projects, and build interest while having fun. These types of community events have been happening around the Southland, country,

and world, including events ranging in length from 1 mile to 17 miles of car-free streets. Recent events have been held in Orange County, Los Angeles, the San Gabriel Valley, and other cities like San Diego, Santa Barbara, and Sacramento.

2. **Conduct Trainings:** Begin conducting training courses for local agency staff, advocates, decision makers, and non-profits to assist in educating local stakeholders and champion building; and prepare and conduct training courses that are most relevant to jurisdictional challenges and aspirations related to active transportation. For example, WRCOG would fund, lead, and/or help organize trainings for topics such as Complete Streets, access to transit, and designing for roadway safety as a sampling of a series of training workshops. Additionally, WRCOG may incentivize participation by aligning funds and resources for active transportation to prioritize cities that have attended training courses or adopted a Complete Streets Policy that is consistent with California's Complete Streets legislation, AB 1358.
3. **Develop Formal Safe Routes to School Program:** This Plan will provide a comprehensive approach to make school routes safer for children to walk and bike to school. WRCOG will build off the facilities proposed in this ATP and prioritize projects that have already been recommended by jurisdictions. Safe Routes to School projects can be effective in enhancing safety for schoolchildren and are a funding grant source that can be used to implement projects of local importance. Moreover, it is estimated that up to 30% of morning peak hour traffic is related to school drop-off and providing viable, non-motorized transportation options can help reduce congestion while improving air quality and providing a time friends or parents and children can walk and talk, rather than being sedentary and frustrated in morning traffic. According to the Center for Disease Control, collisions are a leading cause of death for children in the United States.
4. **Explore Opportunities for TUMF to Support Active Transportation:** Educate on current eligible TUMF funding for active transportation projects and consider / discuss including more eligible active transportation projects in future TUMF Nexus Study updates. Currently, only Class II Bike Lanes are eligible for TUMF funding under the Program. Therefore, it can be encouraged that these types of active transportation projects are built as part of the infrastructure using TUMF funding. WRCOG is willing to provide support and education on TUMF funds, and can be a resource to help address questions about incorporating this type of active transportation into construction projects. In future TUMF Nexus Study updates, additional active transportation project types can be reviewed for inclusion in the TUMF Program to receive TUMF funding, including project facilities identified in the ATP and other regional / subregional plans that are located on a TUMF network facility. Ultimately, any update to the TUMF eligible project list and Nexus Study would require approval by the WRCOG Committee structure. WRCOG will be bringing this topic to the WRCOG Committees later in 2018 for in-depth discussion. This strategy may be combined with item #2 to promote coordination and consistency of roadway improvements with relevant active transportation projects.
5. **Develop a "Vision Zero Plan":** a Vision Zero plan to eliminate all traffic fatalities and severe injuries will be developed specifically for Western Riverside County. WRCOG will kick-off this effort and advertise strategies to implement county-wide when the plan is completed by identifying the priority roadways where the most fatalities and severe injuries occur. Based on the collision statistics, the most fatalities and severe injuries accrue to people in cars, so this strategy benefits all roadway users, not just the most vulnerable.
6. **Influence the built environment to support multi-modal transportation:** WRCOG will work with appropriate County departments to formalize the following guidelines and standards:
 - a. Develop bicycle-parking guidelines as a model for the region that addresses parking for commercial, residential, and office uses.
 - b. Develop region-wide wayfinding signage themes and standards.

The implementation of the facilities proposed in the ATP could result in:

- Over 500 miles of new active transportation infrastructure
- 56% of the total population being served by facilities

- 7 transit station connections
- Improved Level of Traffic Stress and safety
- Any additional, easy to gather, statistics
- 155 public sites served
- 109 schools served within ¼ mile of the network
- Serving 50% of all households with no vehicle available

Outreach Conducted

Updates have been provided to the WRCOG Committees throughout the development of the Plan since work commenced in March 2016.

- Executive Committee
 - 2016: February, May, June, July, October
 - 2017: November
 - 2018: February
- Technical Advisory Committee
 - 2016: January, May, July
 - 2017: October
 - 2018: January
- Planning Directors' Committee/Public Works Committee
 - 2016: April, June, July, November, December
 - 2017: February, April, May, June, September
 - 2018: April

Prior Action:

May 10, 2018: The Public Works Committee recommended that the Executive Committee approve the Western Riverside County Active Transportation Plan.

Fiscal Impact:

Transportation Department activities are included in the Agency's adopted Fiscal Year 2017/2018 Budget under the Transportation Department.

Attachment:

None.

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Western Riverside Council of Governments Technical Advisory Committee

Staff Report

Subject: Report from the League of California Cities

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

Date: May 17, 2018

The purpose of this item is to inform the Committee of activities undertaken by the League of California Cities.

Requested Action:

1. Receive and file.
-

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

Prior Action:

May 7, 2018: The Executive Committee received and filed.

Fiscal Impact:

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

Attachment:

None.

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Western Riverside Council of Governments Technical Advisory Committee

Staff Report

Subject: Final Draft Fiscal Year 2018/2019 Agency Budget

Contact: Ernie Reyna, Chief Financial Officer, ereyna@wrcoq.us, (951) 405-6740

Date: May 17, 2018

The purpose of this item is to provide Committee members with minor revisions to the final draft Budget for Fiscal Year 2018/2019 and request that the Committee recommend that the Executive Committee approve the final draft.

Requested Action:

1. Recommend that the Executive Committee approve the Final Draft Fiscal Year 2018/2019 Agency Budget, substantially as to form.

WRCOG's annual Budget is adopted every June by the General Assembly. Before adoption, the Budget is vetted through WRCOG's Committees for comment and direction. The Budget is segmented by Agency Departments: Administration, Energy, Environment, and Transportation. The General Fund is comprised of the Administration, Energy, and Environment 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 Budget has been vetted through the Committees, it is presented to the General Assembly as an "Agency-wide" Budget for adoption.

Budget Schedule

The draft Budget for Fiscal Year (FY) 2018/2019 will be presented according to the following schedule:

- April 11, 2018 – Administration & Finance Committee
- April 19, 2018 – Technical Advisory Committee
- April 26, 2018 – Finance Director's Committee
- May 7, 2018 – Executive Committee
- May 9, 2018 – Administration & Finance Committee (final review)
- **May 17, 2018 – Technical Advisory Committee (final review)**
- June 4, 2018 – Executive Committee (final review)
- June 21, 2018 – General Assembly (take action)

First Round Presented on April 11, 2018

The draft FY 2018/2019 Budget (Attachment 1) is presented by departments (Administration, Energy, Environment, and Transportation) with each department displaying their own programs.

The tab labeled "Administration Total" includes the default Administration Program. The majority of revenues for the Administration Program are generated by 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, as well as audit, bank, legal, IT, and consulting fees. Expenditures have historically exceeded revenues in this Program so the Agency must charge 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. The amount provided by the various departments will then be transferred out to the Administration Program to balance its budget.

Government Relations will continue to administer the BEYOND, Fellowship and Experience Programs with previously allocated carryover funds from excess PACE revenues.

The Energy Department includes the following Programs: PACE Residential; PACE Commercial; SoCal Edison Partnership; SoCal Gas Partnership; the Regional Streetlight Program; and Community Choice Aggregation (CCA).

The California (CA) HERO PACE Program has declined in revenues and volumes in FY 2017/2018, likely due to state regulations, potential market saturation, and other PACE providers entering the market. WRCOG anticipates a continued decrease in the CA HERO Program and has budgeted for a 40% decrease in revenues in FY 2018/2019. In prior years, WRCOG has had excess revenues from the 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, etc.). At the end of FY 2017/2018, WRCOG anticipates \$1M in carryover revenues, which will be recommended to fund the CCA's budget for FY 2018/2019. For FY 2018/2019, WRCOG's PACE Programs will have a balanced budget with minimal anticipated excess revenues. In addition, WRCOG will be bringing in additional PACE providers and anticipates growth in the PACE commercial market in FY 2018/2019, which could potentially bring more revenues to the Agency.

The Regional Streetlight Program continues to move forward and will be self-sustaining in FY 2018/2019. The Streetlight Program will also recover some Program costs as cities have their loans funded. WRCOG anticipates \$480K to be recovered, which will pay back the General Fund for covering part of that Program's start-up costs.

The CCA Program also continues to move forward. If a decision to form is made it is anticipated that it will be self-sustaining and generate revenues in the coming years, which will pay back the General Fund for the upfront costs.

The Environment Department includes the Solid Waste and Used Oil Programs, which receive state funding to provide services to WRCOG's member agencies. In FY 2017/2018, WRCOG introduced a pilot Litter Program, which was funded by Agency Carryover Funds and will continue into FY 2018/2019 with unspent, previously allocated carryover funds budgeted in FY 2017/2018.

The Transportation Department includes the following Programs: Transportation Uniform Mitigation Fee (TUMF); the Grant Writing Program, which is funded by the Agency's carryover funds; Transportation Planning, funded by the State Local Transportation Fund (LTF); and the Clean Cities Program. The majority of revenues received in the Transportation Department come from the TUMF Program, which WRCOG anticipates will receive \$45M in revenues in FY 2018/2019.

The Agency's FY 2018/2019 total budget will present a higher total amount of revenues and expenditures than in previous years because staff will continue to include total TUMF revenue and total project expenditures in the budget. In past years, the only portion included for TUMF was the 4% Administration fee WRCOG received from the Program. The revenue and expenditures will continue to include 100% of the TUMF Program's total revenue and expenditures. Because of this additional amount for TUMF, total Agency revenue for FY 2017/2018, plus transfers from other departments for overhead, is projected to be \$58,937,742 against total Agency expenditures of \$53,678,061.

Second Round Update

Staff has presented the draft Budget for FY 2018/2019 through WRCOG's Committee structure, and is

presenting the draft Budget for a second time according to the above schedule. Based on discussions and comments from both staff and the Committees, the following are highlights of revisions made to the draft Budget since the first round review.

The Energy Department will reduce budgeted revenues for the HERO Program by an additional 15% from what was originally budgeted, based on the most recent trends in volumes and revenues. Spruce, a PACE provider through WRCOG, has ceased its PACE Program; accordingly its budgeted revenues and expenditures have been removed accordingly.

At the April Administration & Finance Committee meeting, members requested that staff outline the additional / new benefits it had included in the draft Budget of FY 2018/2019. The following is a listing of potential recommendations to be included in WRCOG's benefits for FY 2018/2019:

- A match to a defined contribution retirement plan
 - maximum 3% of gross pay ~ \$50,000 maximum
- Addition of a vision plan
 - \$30 / person per month X 29 full-time employees (FTEs) ~ \$10,000
- Covering all family members for the dental plan
 - \$56 increase / person per month X 29 FTEs ~\$20,000
- Developing a wellness benefit that would be led by a staff Wellness Committee. This item is still in development, with ideas that include employer-paid gym memberships.
 - \$30 / person per month X 29 FTEs ~ \$10,000

In total, the Agency benefits have been increased by \$90,000 annually to be able to accommodate the additional benefits recommended based on the results of the Salary and Benefit study conducted by Koff & Associates. The above items represent a listing of potential additions to WRCOG's cafeteria plan that could be added; however, any amounts not used throughout the year would be reduced via a future quarterly budget amendment.

Prior Actions:

May 9, 2018: The Administration & Finance Committee received and filed.

May 7, 2018: The Executive Committee received and filed.

April 26, 2018: The Finance Directors Committee received and filed.

Fiscal Impact:

All known and expected revenues and expenditures impacting the Agency have been budgeted for Fiscal Year 2018/2019, but will be continually updated throughout the budget process.

Attachment:

1. Draft Fiscal Year 2018/2019 Agency Budget.

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Item 7.B

Final Draft Fiscal Year 2018/2019
Agency Budget

Attachment 1

Draft Fiscal Year 2018/2019
Agency Budget

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**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2019**

Total Agency

Revenues	Actual Thru 2/28/2018	Budget 6/30/2018	Proposed 6/30/2019
Member Dues	311,410	311,410	311,410
PACE Residential Revenue	761,851	1,150,771	560,000
WRELP Phase 2 Revenue	21,302	75,000	86,750
Statewide HERO Revenue	3,054,573	5,800,000	2,400,000
Gas Co. Prtnrsh Revenue	6,521	50,000	86,676
Samas Commercial Recording Revenue	-	23,350	30,000
WRCOG HERO-Recording Revenue	159,683	354,775	122,500
SAMAS Comm Recording Rev	557,200	1,000,350	600,000
Renovate Comm Recording Rev	-	700	7,500
Regional Streetlights Revenue	228,960	228,960	300,000
Solid Waste	95,304	117,100	95,000
Used Oil Grants	230,000	255,000	228,820
NW Clean Cities - Air Quality	119,000	137,500	132,500
LTF Revenue	726,000	726,000	675,000
RivTAM Revenue	28,851	25,000	150,000
General Assembly Revenue	18,800	300,000	300,000
Commerical/Service	70,016	101,097	110,645
Retail	85,501	118,867	130,094
Industrial	250,585	249,133	272,663
Residential/Multi/Single	652,436	1,045,779	1,144,551
Multi-Family	74,691	129,787	142,045
Commercial/Service - Non-Admin Portion	1,750,396	2,426,945	2,655,491
Retail - Non-Admin Portion	2,137,532	2,852,820	3,122,265
Industrial - Non-Admin Portion	6,264,615	5,979,195	6,543,923
Residential/Multi/Single - Non-Admin Portion	16,310,889	25,098,070	27,469,233
Multi-Family - Non-Admin Portion	1,867,263	3,114,890	3,409,088
Other Legal Recovery	-	-	500,000
RCHCA Overhead			52,724
FY 17/18 Carryover Funds Transfer in			945,845
Carryover Funds Transfer in	3,002,917	3,002,917	4,268,757
Overhead Transfer in	1,483,740	2,225,611	2,084,260
Total Revenues and Carryover Funds	40,270,598	57,350,026	58,937,742
Expenditures			
Wages and Benefits			
Salaries & Wages Fulltime	1,247,432	2,569,922	2,445,113
Salaries & Wages - Fellowship	247,089	392,000	542,586
Fringe Benefits	490,657	735,986	929,898
Overhead Allocation	1,483,740	2,225,611	2,084,260
Total Wages, Benefits and Overhead	4,340,513	5,923,519	6,001,857
General Operations			
Other Legal	198,078	250,000	500,000

General Legal Services	444,303	629,037	615,000
PERS Unfunded Liability	-	-	198,823
OPEB Expense	60,000	60,000	100,000
Audit Svcs - Professional Fees	20,200	27,500	27,500
Bank Fees	14,681	29,000	19,000
Commissioners Per Diem	35,100	62,500	62,500
Office Lease	147,228	427,060	400,000
WRCOG Auto Fuels Expenses	340	750	1,250
Parking Validations	4,558	5,010	27,550
Staff Recognition	-	1,210	800
Coffee and Supplies	1,026	200	3,000
Event Support	61,204	147,401	102,369
Program/Office Supplies	15,327	25,938	24,150
Computer Equipment/Supplies	6,396	9,886	8,000
Computer Software	22,016	28,402	30,000
Rent/Lease Equipment	18,393	35,100	30,000
Membership Dues	17,122	32,100	33,000
Meeting Support Services	6,051	18,184	9,681
Postage	4,721	4,890	6,015
Other Household Exp	(1,578)	4,250	750
COG HERO Share Expenses	9,550	25,000	15,000
Storage	11,296	11,000	16,000
Printing Services	1,426	16,462	4,607
Computer Hardware	1,692	4,288	14,100
Misc. Office Equipment	688	688	1,000
Communications - Regular Phone	11,077	9,209	15,000
Communications - Cellular Phones	7,127	13,617	21,000
Communications - Computer Services	36,504	62,452	57,500
Communications - Web Site	7,312	8,465	8,000
Equipment Maintenance - General	5,737	10,000	10,000
Equipment Maintenance - Comp/Software	11,662	26,200	21,000
Insurance - Gen/Busi Liab/Auto	66,801	73,520	79,850
PACE Residential Recording	858,248	1,354,775	727,500
Seminars/Conferences	7,688	18,853	13,150
General Assembly Expenses	20,491	300,000	300,000
Travel - Mileage Reimbursement	12,643	23,809	23,600
Travel - Ground Transportation	2,327	8,083	4,800
Travel - Airfare	9,090	22,741	11,500
Lodging	6,764	12,346	8,750
Meals	3,798	8,301	8,150
Other Incidentals	6,448	10,023	9,950
Training	6,302	11,800	9,250
OPEB Repayment	-	71,053	71,053
Supplies/Materials	-	63,426	34,168
Advertising Media - Newspaper Ad	-	19,000	2,000
Advertisement Radio & TV Ads	51,025	51,571	49,500
Staff Education Reimbursement	2,500	25,000	12,500
Consulting Labor	1,340,990	4,302,555	3,102,373
TUMF Project Reimbursement	10,659,201	39,000,000	38,000,000
BEYOND Program REIMB	512,405	2,052,917	2,799,015
Computer Equipment/Software	14,608	44,877	3,500
Office Furniture Purchased	312,500	312,500	20,000
Misc Equipment Purchased	2,816	2,816	3,000

Total General Operations	15,093,990	50,159,710	47,676,204
Total Expenditures and Overhead	19,434,503	56,083,229	53,678,061

Name	Title	Percent
Rick Bishop	Executive Director	100%
Chris Gray	Director of Transportation	100%
Ernie Reyna	Chief Financial Officer	100%
Barbara Spoonhour	Director of CCA	100%
Casey Dailey	Director of Energy & Environment	100%
Chris Tzeng	Program Manager- Transportation	100%
Andrew Ruiz	Program Manager - Fiscal	100%
Tyler Masters	Program Manager - Streetlights	100%
Michael Wasgatt	Program Manager - Energy	100%
Crystal Adams	Program Manager - Energy	100%
Janis Leonard	Program Manager - Office	100%
Lupe Lotman	Staff Analyst I - Energy	100%
Sam Amphonphong	Senior Analyst - Fiscal	100%
Dolores Badillo	Staff Analyst I - Environment	100%
Kyle Rodriguez	Staff Analyst I - Environment	100%
Daniel Ramirez-Cornejo	Program Manager - TUMF	100%
Jessica May	Staff Analyst -TUMF	100%
Sofia Perez	Staff Analyst I - Energy	100%
Andrea Howard	Program Manager - Gov't Affairs	100%
Cynthia Mejia	Staff Analyst I - Gov't Affairs	100%
Suzy Nelson	Staff Analyst I - Office	100%
Anthony Segura	Staff Analyst I - Energy	100%
Jairo Sandoval Toranzo	Staff Analyst I - Energy	100%
Ichelle Acosta	Staff Technician - Energy	100%
Meredith Sumenek	Staff Technician - Energy	100%
LaNeice Potter	Staff Technician - Call Center	100%
Victoria Gracia	Staff Technician -Call Center	100%
Daniel Soltero	Staff Analyst I - Streetlights	100%
Vacant	Staff Analyst I - Gov't Affairs	100%



**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2019**

Total Administration Budget			
Revenues	Actual Thru 2/28/2018	Budget 6/30/2018	Proposed 6/30/2019
Member Dues	311,410	311,410	311,410
General Assembly Revenue	18,800	300,000	300,000
RCHCA Overhead			52,724
Total Revenues	332,280	611,410	664,134
 Overhead Transfer in	 1,483,740	 2,225,611	 2,084,260
 Total Revenue and Overhead	 1,816,020	 2,837,021	 2,748,394
 Expenditures	 Actual	 Budget	 Proposed
Wages and Benefits	Thru 2/28/2018	6/30/2018	6/30/2019
Salaries & Wages - Fulltime	443,558	863,140	631,095
Fringe Benefits	187,563	281,344	277,903
Total Wages & Benefits	1,484,595	1,144,484	908,998
 General Operations			
General Legal Services	38,129	75,000	75,000
PERS Unfunded Liability	-	-	198,823
OPEB Expense	60,000	60,000	100,000
Audit Svcs - Professional Fees	20,200	27,500	27,500
Bank Fees	75	2,000	2,000
Commissioners Per Diem	34,650	60,000	60,000
Office Lease	147,228	427,060	400,000
WRCOG Vehicle Expenses	340	750	1,250
Parking Validations	2,583	1,225	20,000
Employee Wellness	-	800	800
Coffee and Supplies	1,026	-	3,000
Event Support	27,328	63,429	65,000
Program/Office Supplies	12,701	10,000	15,500
Computer Equipment/Supplies	1,222	1,000	1,000
Computer Software	14,591	15,000	20,000
Rent/Lease Equipment	18,393	35,000	30,000
Membership Dues	16,039	25,000	30,000
Postage	1,285	1,279	2,500
Storage	-	1,000	1,000
Printing Services	163	-	150
Computer Hardware	49	1,000	11,000
Communications - Regular Phone	11,077	9,209	15,000
Communications - Cellular Phones	2,290	5,500	10,500
Communications - Computer Services	34,895	62,434	55,000
Communications - Web Site	7,312	6,865	8,000
Equipment Maintenance - General	5,737	10,000	10,000
Equipment Maintenance - Comp/Software	11,062	25,000	20,000
Insurance - Gen/Busi Liab/Auto	66,341	72,250	79,000

Seminars/Conferences	2,776	4,000	4,000
General Assembly Expenses	20,491	300,000	300,000
Travel - Mileage Reimbursement	391	2,500	2,500
Travel - Ground Transportation	196	1,500	1,000
Travel - Airfare	1,304	3,500	2,000
Lodging	323	3,000	1,000
Meals	625	2,000	3,000
Other Incidentals	366	1,000	1,000
Training	2,299	5,000	5,000
OPEB Repayment	-	71,053	71,053
Staff Education Reimbursement	2,500	25,000	12,500
Consulting Labor	149,587	130,968	151,320
Office Furniture Purchased	312,500	312,500	20,000
Misc Equipment Purchased	2,816	2,816	3,000
Total General Operations	1,050,699	1,909,783	1,839,396
Total Expenditures	2,535,294	3,054,267	2,748,394

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Name	Title	Percent
Rick Bishop	Executive Director	100%
Ernie Reyna	Chief Financial Officer	50%
Andrew Ruiz	Program Manager - Fiscal	60%
Janis Leonard	Program Manager - Office	100%
Sam Amphonphong	Staff Analyst II - Fiscal	100%
Suzy Nelson	Staff Analyst I - Administrative Assis	100%



**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2019**

Total Environment Budget

Revenues	Actual Thru 2/28/2018	Budget 6/30/2018	Proposed 6/30/2019
Solid Waste	95,304	117,100	95,000
Used Oil Grants	230,000	255,000	228,820
Carryover Funds Transfer in			18,478
Total Revenues	325,304	372,100	342,298

Expenditures	Actual Thru 2/28/2018	Budget 6/30/2018	Proposed 6/30/2019
Wages and Benefits			
Salaries & Wages Fulltime	67,049	114,234	142,602
Fringe Benefits	18,370	27,555	42,419
Overhead Allocation	28,387	42,580	42,260
Total Wages, Benefits and Overhead	116,358	184,368	227,281

General Operations

General Legal Services	358	858	500
Parking Validations	195	285	250
Event Support	21,938	43,021	26,000
Program/Office Supplies	212	1,511	1,200
Membership Dues	-	1,000	500
Meeting Support Services	169	4,600	3,081
Storage	11,296	10,000	15,000
Printing Services	-	11,462	2,957
Communications - Cellular Phones	919	1,117	1,000
Insurance - Gen/Busi Liab/Auto	460	570	850
Seminars/Conferences	1,720	2,720	1,000
Travel - Mileage Reimbursement	1,844	3,109	3,100
Travel - Ground Transportation	175	400	250
Travel - Airfare	582	1,182	500
Lodging	966	1,269	750
Meals	-	200	200
Training	462	1,800	500
Supplies/Materials	-	28,359	5,879
Advertising Media - Newspaper Ad	-	4,000	2,000
Advertising- Billboard	-	3,000	-
Advertisement Radio & TV Ads	51,025	51,571	49,500
Total General Operations	93,088	187,733	115,017

Total Expenditures and Overhead	209,445	372,102	342,298
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Name	Title	Percent
Casey Dailey	Director of Energy & Environment	20%
Dolores Badillo	Staff Analyst I - Environment	100%
Kyle Rodriguez	Staff Analyst I - Environment	100%



**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2019**

Total Transportation & Planning Budget

Revenues	Actual Thru 2/28/2018	Budget 6/30/2018	Proposed 6/30/2019
NW Clean Cities - Air Quality	119,000	137,500	132,500
LTF Revenue	726,000	726,000	675,000
RivTAM Revenue	25,000	25,000	150,000
Commerical/Service	70,016	101,097	110,645
Retail	85,501	118,867	130,094
Industrial	250,585	249,133	272,663
Residential/Multi/Single	652,436	1,045,779	1,144,551
Multi-Family	74,691	129,787	142,045
Commercial/Service - Non-Admin Portion	1,750,396	2,426,945	2,655,491
Retail - Non-Admin Portion	2,137,532	2,852,820	3,122,265
Industrial - Non-Admin Portion	6,264,615	5,979,195	6,543,923
Residential/Multi/Single - Non-Admin Portion	16,310,889	25,098,070	27,469,233
Multi-Family - Non-Admin Portion	1,867,263	3,114,890	3,409,088
Other Legal Recovery	-	-	500,000
Carryover Funds Transfer in (grant writing)	3,002,917	3,002,917	4,250,279
Total Revenues and Carryover Funds	33,336,848	45,407,999	50,707,779
Expenditures			
	Actual Thru 2/28/2018	Budget 6/30/2018	Proposed 6/30/2019
Wages and Benefits			
Salaries & Wages - Fulltime	188,311	440,270	717,575
Salaries & Wages - Fellowship	247,089	392,000	542,586
Fringe Benefits	63,894	95,842	232,685
Overhead Allocation	500,000	750,000	1,222,000
Total Wages, Benefits and Overhead	1,005,406	1,678,112	2,714,846
General Operations			
Other Legal	198,078	250,000	500,000
General Legal Services	36,801	180,453	57,000
Parking Validations	1,255	1,700	3,200
Event Support	1,137	5,000	2,283
Program/Office Supplies	1,256	2,350	1,750
Computer Equipment/Supplies	594	1,000	1,000
Meeting Support Services	3,083	3,994	1,100
Other Household Exp	213	250	250
Printing Services	1,263	5,000	1,500
Communications - Cellular Phones	1,264	4,000	4,000
Seminars/Conferences	635	2,700	1,650
Travel - Mileage Reimbursement	5,209	7,240	8,250
Travel - Ground Transportation	473	1,277	550
Travel - Airfare	970	2,750	1,000
Lodging	2,046	2,529	2,000
Meals	2,110	3,300	2,650
Other Incidentals	477	1,950	950

Supplies/Materials	-	1,750	2,000
Consulting Labor	344,616	1,522,114	1,407,786
TUMF Project Reimbursement	10,659,201	39,000,000	38,000,000
BEYOND Program REIMB	512,405	2,052,917	2,799,015
Total General Operations	11,776,443	43,418,024	42,797,934
Total Expenditures and Overhead	12,781,849	45,096,136	45,512,780

Name	Title	Percent
Chris Gray	Director of Transportation	100%
Ernie Reyna	Chief Financial Officer	40%
Chris Tzeng	Program Manager- Transportation	100%
Andrew Ruiz	Program Manager - Fiscal	30%
Tyler Masters	Program Manager - Street Light	50%
Daniel Ramirez-Cornejo	Program Manager - TUMF	100%
Jessica May	Staff Analyst -TUMF	100%
Andrea Howard	Program Manager - Gov't Affairs	100%
Cynthia Mejia	Staff Analyst I - Gov't Affairs	100%
Anthony Segura	Staff Analyst I - Energy	30%
Vacant	Staff Analyst I - Gov't Affairs	100%



**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2019**

Total Energy Budget

	Actual Thru 2/28/2018	Budget 6/30/2018	Proposed 6/30/2019
Revenues			
PACE Residential Revenue	761,851	1,150,771	560,000
WREP Phase 2 Revenue	21,302	75,000	86,750
Statewide HERO Residential Revenue	3,054,573	5,800,000	2,400,000
Gas Co. Prtnrsh Revenue	6,521	50,000	86,676
PACE Commercial Revenue	-	23,350	30,000
PACE Residential Recording Rev	159,683	354,775	122,500
Statewide HERO Recording Revenue	557,200	1,000,350	600,000
PACE Commercial Recording Rev	-	700	7,500
Regional Streetlights Revenue	228,960	228,960	300,000
Total Revenues	4,792,426	8,732,906	4,193,426
Expenditures			
	Actual Thru 2/28/2018	Budget 6/30/2018	Proposed 6/30/2019
Wages and Benefits			
Salaries & Wages Fulltime	493,376	974,878	750,693
Fringe Benefits	195,809	293,714	295,945
Overhead Allocation	1,319,684	1,753,661	820,000
Total Wages, Benefits and Overhead	2,018,326	3,022,252	1,866,638
General Operations			
General Legal Services	234,383	280,565	332,500
Bank Fees	14,606	27,000	17,000
Commissioners Per Diem	450	2,500	2,500
Parking Validations	525	1,800	4,100
Event Support	10,802	35,951	9,086
Program/Office Supplies	1,052	11,986	5,450
Computer Equipment/Supplies	3,887	7,193	6,000
Computer Software	7,275	12,351	10,000
Membership Dues	480	3,750	1,000
Meeting Support Services	282	5,807	5,000
Postage	3,025	2,431	3,515
Other Household Exp	443	2,000	500
COG HERO Share Expenses	9,550	25,000	15,000
Computer Hardware	1,643	3,288	3,100
Misc. Office Equipment	688	688	1,000
Communications - Cellular Phones	2,654	3,000	5,500
Communications - Computer Services	1,609	18	2,500
Equipment Maintenance - Comp/Software	600	1,200	1,000
PACE Recording Fees	858,248	1,354,775	727,500
Seminars/Conferences	1,925	6,933	5,500
Travel - Mileage Reimbursement	4,392	10,358	7,750
Travel - Ground Transportation	720	4,728	1,500
Travel - Airfare	5,081	13,382	6,000
Lodging	2,116	5,340	3,000

Meals	444	2,536	1,300
Other Incidentals	5,605	6,215	8,000
Training	3,541	5,000	3,750
Supplies/Materials	-	33,317	26,289
Consulting Labor	716,470	2,129,125	1,043,267
Computer Equipment/Software	2,346	6,202	3,500
Total General Operations	1,903,134	4,033,614	2,262,107
Total Expenditures and Overhead	3,921,460	7,055,866	4,128,745

Name	Title	Percent
Ernie Reyna	Chief Financial Officer	10%
Barbara Spoonhour	Director of CCA	20%
Casey Dailey	Director of Energy & Environment	80%
Andrew Ruiz	Program Manager - Fiscal	10%
Tyler Masters	Program Manager - Street Light	15%
Michael Wasgatt	Program Manager - Energy	100%
Crystal Adams	Program Manager - Energy	100%
Lupe Lotman	Staff Analyst I - Energy	100%
Sofia Perez	Staff Analyst I - Energy	100%
Anthony Segura	Staff Analyst I - Energy	70%
Jairo Sandoval Toranzo	Staff Analyst I - Energy	100%
Ichelle Acosta	Staff Technician - Energy	100%
Meredith Sumenek	Staff Technician - Energy	100%
LaNeice Potter	Staff Technician - Call Center	100%
Victoria Gracia	Staff Technician -Call Center	100%
Daniel Soltero	Staff Analyst I - Streetlights	100%



**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2019**

Program: CCA

Revenues	Actual Thru 2/28/2018	Budget 6/30/2018	Proposed 6/30/2019
Carryover Funds Transfer In			945,845
Total Revenues	-	-	945,845

Expenditures	Actual Thru 2/28/2018	Budget 6/30/2018	Proposed 6/30/2019
Wages and Benefits			
Salaries & Wages Fulltime	55,139	177,401	203,148
Fringe Benefits	25,021	37,531	80,947
Total Wages, Benefits and Overhead	80,159	214,933	284,095

General Operations

General Legal Services	134,633	92,161	150,000
Program/Office Supplies	107	91	250
Membership Dues		1,500	1,500
Meeting Support Services	283	283	500
Seminars/Conferences	632	2,500	1,000
Travel - Mileage Reimbursement	806	602	2,000
Travel - Ground Transportation	764	178	1,500
Travel - Airfare	1,152	1,927	2,000
Lodging	1,313	208	2,000
Meals	619	265	1,000
Consulting Labor	130,318	509,983	500,000
Total General Operations	270,627	644,522	661,750

Total Expenditures and Overhead	350,786	859,455	945,845
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Name	Title	Percent
Barbara Spoonhour	Director of CCA	80%
Tyler Masters	Program Manager - Streetlights	35%

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Western Riverside Council of Governments Technical Advisory Committee

Staff Report

Subject: Proposed New TUMF Policy for TUMF Calculation

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

Date: May 17, 2018

The purpose of this item is to provide the options that have been developed to avoid TUMF calculation errors.

Requested Actions:

1. Recommend that the Executive Committee approve an option that would have WRCOG verify all project TUMF fees and verify exemptions.
2. Direct staff to complete a comprehensive update to the TUMF Calculator Tool by August 2018.
3. Direct staff to develop the process for implementing an option that would have WRCOG verify all project TUMF fees and verify exemptions by August 2018.

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

Proposed TUMF Calculation Policy

WRCOG periodically finds errors in calculating TUMF due to a number of issues, such as land use designation, calculation worksheets, credit agreements, and interpretations regarding exemptions.

WRCOG is often notified of errors in calculating TUMF after a developer has received a building permit or certificate of occupancy. Most recently, for example, during the annual TUMF review for Fiscal Year 2016/2017, WRCOG discovered that local agency staff miscalculated TUMF for several gas stations. In response, WRCOG staff distributed clarifying emails to member agencies and determined that there were additional miscalculations even after this clarifying email was distributed. Staff has also encountered other recent instances in which development projects that should have been exempted from TUMF were actually assessed TUMF, necessitating refunds.

Several years ago, staff amended the TUMF Administrative Plan to encourage local agencies to ask WRCOG to vet their calculations and determinations. The concept was that if this option was voluntary, local agencies might ask WRCOG for additional assistance to limit the number of miscalculations and misinterpretations. The following language was therefore added to the TUMF Administrative Plan in Section III.B.3 (Balance Due):

If first vetted through WRCOG staff in writing, the calculation is not subject to additional review.

However, it does not appear that this process fully resolves the various outstanding issues as WRCOG continues to find TUMF miscalculations and incorrect interpretations of the Administrative Plan. Most concerning is that, ultimately, the participating jurisdiction is ultimately responsible for TUMF in instances where TUMF is not collected when it should be, or is under collected.

Staff presented to the below options to the Public Works and Technical Advisory Committees in April and May for review.

Option	Staff resources currently available	Avoids calculation errors	Shifts fee collection responsibility
Option #1 - Calculate all project TUMF fees and verify exemptions	Yes	Yes	Yes
Option #2 - Calculate all non-residential TUMF fees and all categories in the Fee Calculation Handbook, verify exemptions	Yes	Partially	Partially
Option #3 - Calculate TUMF fees for all uses in the Fee Calculation Handbook, verify exemptions	Yes	Partially	Partially
Option #4 - Verify exemptions	Yes	Partially	Partially

The Public Works Committee (PWC) requested that staff provide additional details on two of the four options. These two options below represent the two that would potentially eliminate the majority of issues that have been encountered with TUMF calculations. The PWC did not note any significant issues with WRCOG calculating TUMF fees for projects. One item that was brought to the attention of staff is the timing required to calculate all project TUMF fees. It should be noted that WRCOG would be committed to calculating TUMF fees in a timely manner that would not hinder any development project.

Option #1 – Calculate all project TUMF fees and verify exemptions: Staff would note that the implementation of Option 1 would not be unprecedented. Member agencies have notified staff that certain school and water districts calculate fees for development projects. Staff believes that this can be implemented electronically and therefore, developers would not have to physically go to WRCOG for calculation of fees. Staff believes that the development of a checklist that can be signed by WRCOG electronically would be sufficient to verify fees. The checklist would contain applicant information, land use designation and a disclaimer that all relevant documentation has been submitted to WRCOG. Option 1 removes responsibility – and liability – from the jurisdiction in instances where fees are not assessed appropriately. Over the past few years, WRCOG has incurred significant staff time and legal counsel expenses dealing with issues related to miscalculations of TUMF and misinterpretation of TUMF exemptions.

Option #2 – Calculate all non-residential TUMF fees and all categories in the Fee Calculation Handbook, verify exemptions: Since the majority of TUMF calculations for residential uses are straight forward and residential TUMF makes up sixty percent of annual revenues, Option 2 could be feasible with the current staffing resources. Under this option WRCOG will verify all exemptions and calculate TUMF fees for new, non-residential development projects only. This option would ensure that all new, non-residential development is being assessed TUMF correctly and consistently throughout the WRCOG subregion. Similar to Option 1, a checklist would be sufficient for WRCOG to sign off on calculations to provide back to developers.

Staff's recommendation would be to move forward with Option 1, which would have WRCOG calculate all new development fees and sign off on exemptions of TUMF from any new development project.

This item was presented to the WRCOG Executive Committee on May 7, 2018 for informational purposes. Below are items that were discussed by staff after receiving questions from Executive Committee members:

- Staff resources: Staff's interpretation is that the implementation of Option 1 could be accommodated

with the current staffing resources. If there are upticks in the rate of development, additional staff may be required. However, if additional staff is required, salaries and benefits would be taken from the 4% administration portion of the TUMF collections that are remitted to WRCOG.

- TUMF Credit Agreements: Member agencies would continue to have the option of executing TUMF Credit Agreements with developers. Implementation of Option 1 would ensure that a developer does not pay TUMF on a development project that has an active and valid TUMF Credit Agreement, which would prevent refunds.
- TUMF Program efficiency: Currently, staff receives questions from the development community and member agencies. Often times, these questions are regarding the same development project. Implementation of Option 1 would provide developers a central location to ask any questions regarding TUMF calculations. It should also be noted that developers would continue to have the option to appeal any TUMF calculations as outlined in the TUMF Administrative Plan.

On May 10, 2018, the Public Works Committee requested that staff bring back information the process that would need to be implemented if WRCOG were to verify and collect TUMF from new development.

TUMF Calculator Tool

WRCOG and its TUMF consultant are in the process of completing a comprehensive update to a TUMF Calculator Tool that would provide developers the opportunity to receive estimates of TUMF obligation for projects. The TUMF Calculator Tool would be updated to reflect the TUMF schedule approved by the Executive Committee in July 2017. Additionally, the TUMF Calculator Tool would include all categories of the TUMF Calculation Handbook. TUMF obligation estimates would be based on individual project characteristics and would create a printer friendly report.

This tool would be key to providing developers the opportunity to use an interactive tool to estimate TUMF obligations and include these estimates for budgeting total costs of projects.

Prior Action:

May 7, 2018: The Executive Committee received report.

Fiscal Impact:

Transportation Department activities are included in the Agency's adopted Fiscal Year 2017/2018 Budget under the Transportation Department.

Attachment:

1. WRCOG Fee Estimator.

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Item 7.C

Proposed New TUMF Policy for
TUMF Calculation

Attachment 1

WRCOG Fee Estimator

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- 1 Project Type
- 2 Methodology or Land Use
- 3 Dwelling Type or Square Footage

get started:

1 Specify Type of Project

choose one

- Residential
- Non-Residential
- Mixed-Use

Understanding Transportation Impact Fees

The Board of Supervisors of the County of Riverside and the Councils of the Cities of Western Riverside County enacted the Transportation Uniform Mitigation Fee to fund the mitigation of cumulative regional transportation impacts resulting from future development. The mitigation fees collected through the TUMF program will be utilized to complete transportation system capital improvements necessary to meet the increased travel demand and to sustain current traffic levels of service.

The fee calculations are based on the proportional allocation of the costs of proposed transportation improvements based on the cumulative transportation system impacts of different types of new development. Fees are directly related to the forecast rate of growth and trip generation characteristics of different categories of new development. The purpose of this fee calculator is to detail the methodology for calculating the TUMF obligation for different categories of new development and, where necessary, to clarify the definition and calculation methodology for uses not clearly defined in the respective TUMF ordinances. [Get more information on the methodology for the TUMF Fee Calculator.](#)

Calculating Standard Fees

A standard methodology is applied for calculating all TUMF obligations based on the rates for various land use categories as prescribed in the respective TUMF ordinances:

- Fees associated with new residential development are calculated based on the prescribed TUMF rate and the total number of dwelling units associated with a new development.
- Fees for all new nonresidential developments are calculated based on the prescribed TUMF rate and the gross floor area of all buildings associated with the new development.

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Western Riverside Council of Governments Technical Advisory Committee

Staff Report

Subject: Environmental Department Activities Update

Contact: Dolores Sanchez Badillo, Senior Analyst, dbadillo@wrcog.us, (951) 405-6735

Date: May 17, 2018

The purpose of this item is to provide an update on the Used Oil and Filter Exchange Program and events, and the status of community outreach activities.

Requested Action:

1. Receive and File.

WRCOG's Solid Waste Program assists member jurisdictions with addressing state mandates, specifically Assembly Bill (AB) 341 (2012), which requires a business that generates four cubic yards or more of commercial solid waste per week to arrange for recycling services. Each year, a jurisdiction must file an Electronic Annual Report (EAR) with CalRecycle on the jurisdiction's achievements in meeting and maintaining the diversion requirements. The Solid Waste Program also has a Regional Used Oil component designed to assist member jurisdictions in educating and promoting the proper recycling and disposal of used oil, oil filters, and Household Hazardous Waste (HHW).

Used Oil and Filter Exchange Events

WRCOG's Used Oil and Oil Filter Exchange events help educate and facilitate the proper recycling of used motor oil and used oil filters. The primary objective is to educate "Do It Yourself" (DIY) individuals who change their own oil, as well as promote recycling of used oil and oil filters to avoid these contaminants being disposed directly into the environment; therefore, an auto parts store is a great venue for these events. In addition to promoting used oil / oil filter recycling, staff provides information about the County-wide HHW Collection Program, which allows residents to drop-off other automotive and household hazardous products for free. Staff are now utilizing an electronic survey on an iPad to interact with residents at these events and collect information to help better inform community members of future opportunities to recycle used oil. Residents can provide their email to know about the upcoming events. Over 300 emails provided as the list continues to grow.

Social Media Campaign Launched

The Used Oil and Filter Exchange Program relies on marketing and promotion efforts to attract residents to various events throughout the region. These events educate and increase awareness about local used motor oil and filter collection and disposal resources. Staff launched a digital advertising campaign for the Program that will focus on driving Facebook event registrations to the Used Oil Recycling Program events for the months of March through June 2018. The lessons learned from this campaign can be applied to future outreach initiatives, either online or offline. A report on its effectiveness will be provided to the Committee once the campaign concludes.

Recently Conducted Used Oil Events in the Subregion

Date	Event	Location	Oil Filters
3/17/2018	City of Perris Used Oil Event	AutoZone 1675 N Perris Blvd	15
3/31/2018	City of Riverside Used Oil Event	AutoZone 4195 Van Buren Blvd	74
4/14/2018	City of Hemet Used Oil Event	AutoZone 1550 W Florida Ave	34
4/21/2018	City of Jurupa Valley Used Oil Event	AutoZone 3782 Riverview Dr.	34
4/28/2018	City of Lake Elsinore Used Oil Event	AutoZone 30870 Riverside Dr.	16
5/5/2018	City of Riverside Show and Go Car Show	Downtown Riverside	N/A

Upcoming Used Oil Outreach and Oil Filter Exchange Events

Date	Used Oil Events	Location	Time
5/26/2018	City of Corona Used Oil Event	AutoZone 1280 East Ontario Ave	9:00 a.m. – 12:00 p.m.
6/9/2018	City of Temecula Used Oil Event	Pep Boys 40605 Winchester Rd	9:00 a.m. – 1:00 p.m.
6/23/2018	City of Eastvale Used Oil Event	AutoZone 14228 Schleisman Rd	9:00 a.m. – 12:00 p.m.
6/16/2018	City of Murrieta Father's Day Car Show	40644 California Oaks Rd	4:00 p.m. – 8:00 p.m.

Community Outreach Events

Staff periodically participates in jurisdictional events in order to engage with residents about the harm that comes with illegally dumping used oil and other hazardous waste products. Reaching out to people who could benefit from used oil containers, oil rags, and other materials is a common practice for the WRCOG team. On Saturday, May 5, 2018, staff participated in the annual Riverside Show and Go Car Show, a community event with an audience full of DIYers. The Show and Go took place throughout downtown Riverside streets. Staff promoted the upcoming Riverside oil event by walking the streets and distributing the Riverside oil event flyer as well as handing out oil rags to those who needed them.

Lake Elsinore Storm Stadium Sponsorship

Partnering with Storm Stadium provided outreach to the Temecula Valley communities. This allows the recycling used oil message to hit a vast audience. On July 6, 2018, Storm Stadium will host WRCOG for a Used Oil Night in which staff will distribute materials that DIYers can use and reuse when working on their motor vehicle. Other promotions includes the Storm Radio, outfield signage, and digital program advertisement.

Prior Action:

May 7, 2018:

The Executive Committee adopted WRCOG Resolution Number 09-18; A Resolution of the Executive Committee of the Western Riverside Council of Governments to support Regional Application – Used Oil Payment Program – 9.

Fiscal Impact:

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

Attachment:

None.

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Western Riverside Council of Governments Technical Advisory Committee

Staff Report

Subject: Experience Regional Innovation Center Feasibility Analysis Update

Contact: Andrea Howard, Program Manager, ahoward@wrcog.us, (951) 405-6751

Date: May 17, 2018

The purpose of this item is to provide an update on the Feasibility Analysis for Experience, the concept of a regional innovation center, which would provide a host of community resources, promote sustainable practices, and showcase the assets and capabilities of the subregion.

Requested Action:

1. Receive and file.

Background

Western Riverside County is one of the fastest growing subregions in the State of California and the United States. During past WRCOG visioning efforts, subregional leaders identified six interrelated components critically important to achieving a premier quality of life in Western Riverside County, and incorporated these into the WRCOG Economic Development & Sustainability Framework (the Framework), which serves as a guide to grow strategically and achieve a vibrant and livable community. The six Framework goal areas pertain to: 1) Economic Development; 2) Water and Wastewater; 3) Education; 4) Health; 5) Transportation; and 6) Energy and the Environment.

In 2016, staff introduced the concept of Experience, envisioned as a vibrant, regional center with a variety of visitor attractions that could also serve as a sustainability demonstration center, innovation hub, business incubator, and more. The aim of Experience is to showcase the assets and capabilities of inland southern California while serving community needs and advancing the Framework goal areas. Experience would be designed to draw audiences for a variety of purposes by including such elements as an education center, community farm, water efficient garden, walking loop, amphitheater, farm-to-fork café, and other public assets. Once at Experience, visitors would be exposed to best practices in water and energy, emerging technology, employment prospects, and more. Experience would borrow inspiration from similar concepts from across the globe including, but not limited to:

- Los Angeles Cleantech Incubator (LACI) – Los Angeles, CA
- The Frontier Project – Rancho Cucamonga, CA
- Southern California Edison Energy Education Center – Irwindale, CA
- Alegria Farms – Irvine, CA

Feasibility Analysis

On October 2, 2017, the Executive Committee authorized staff to enter into a contract not to exceed \$249,823, with PlaceWorks consultants to perform a comprehensive Feasibility Analysis of the Experience concept. The Analysis scope includes thorough research of relevant models, a demand analysis for the center and program elements, analysis of up-to four potential sites, analysis of governance options and partnership opportunities,

financial analysis, and a final Feasibility Analysis with recommendation(s). Additionally, the Analysis would review potential funding partners and mechanisms to ensure a viable implementation plan for Experience, should it be found feasible to move forward.

Staff and consultants held an internal kick-off meeting on October 16, 2017, to discuss the goals and visions, as well as potential sites to include in the Analysis, and the formation of an advisory Steering Committee. The Steering Committee is scheduled to convene six times during the course of the Analysis to weigh in on the process and findings through August 2018, when the Analysis is scheduled to conclude. The Steering Committee is composed of members from the Executive Committee, who volunteered to serve in this role, in response to an email solicitation to all members. Additionally, staff invited a variety of stakeholders, including member agency staff, utility partners, and university representatives, to participate on the Steering Committee.

Steering Committee Meeting #1

On Monday, January 22, 2018, the Steering Committee convened its first meeting. The meeting began with an introduction to the Experience concept and review of some of the relevant models to provide Steering Committee participants with an idea of the variety of programming features others have instituted in the areas of education, community services, research, and economic development. Attendees then engaged in a discussion of the goals for Experience, building from the list staff and consultants drafted at the kick-off meeting. Meeting notes are provided as Attachment 1.

Steering Committee Meeting #2

The second Experience Steering Committee convened on Monday, February 26, 2018, in Rancho Cucamonga. Three presenters from regional models shared their experiences from the Lyle Center at Cal Poly Pomona, the Los Angeles Cleantech Incubator, and the Cucamonga Valley Water District's Frontier Project. Attendees asked the presenters questions to identify relevant lessons to apply to Experience. Meeting notes are included as Attachment 2.

Steering Committee Meeting #3

On Monday, March 19, 2018, the Steering Committee convened for its third meeting. The meeting included a presentation from University of California, Riverside (UCR) and Eastern Municipal Water District (EMWD) on partnership opportunities for Experience, with a particular focus on educational institutions at all levels (K-12 to University). UCR has several programs and research areas which could be synergistic with Experience, including sustainability innovations through the Bourns College of Engineering – Center for Environmental Research and Technology (CE-CERT). Similarly, EMWD shared success stories piloting various educational partnership models.

Meeting participants then reviewed and refined the Experience Mission Statement, the first draft of which was borne out of discussions in the first Steering Committee meeting. Finally, participants engaged in a thoughtful discussion on the program elements to include in the next phase of the Experience analysis. Meeting notes are included as Attachment 3.

Steering Committee Meeting Schedule

The Steering Committee was originally scheduled to meet for the fourth time in May, but due to Steering Committee participant conflicts, the next meeting has been postponed to June. The list below summarizes the topics and provides dates for each of the remaining Steering Committee meetings.

- June 18, 2018: Meeting #4, Site assessment and demand analysis
- July 23, 2018: Meeting #5, Alternative governance, operations, and partnerships
- August 20, 2018: Meeting #6, Final recommendations

Meetings with Host Site Jurisdictions

To support the analysis, staff and consultants are meeting one-on-one with the host site jurisdictions: Eastern Municipal Water District and the City of Perris, the City of Temecula, and the City of Riverside. One-on-one meetings and site tours will take place over the next month; information gathered at these meetings will be incorporated into the demand analysis currently underway and subsequent phases on the Feasibility Analysis. At the June 18, 2018, Steering Committee meeting, the project team and jurisdictional staff will present on the host site options and the demand analysis findings.

Staff will provide regular updates to WRCOG Committees for the duration of the Analysis.

Prior Actions:

May 9, 2018: The Administration & Finance Committee received and filed.

May 7, 2018: The Executive Committee received and filed.

Fiscal Impact:

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

Attachments:

1. Steering Committee Meeting #1 Notes.
2. Steering Committee Meeting #2 Notes.
3. Steering Committee Meeting #3 Notes.

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Experience Regional Innovation
Center Feasibility Analysis Update

Attachment 1

Steering Committee Meeting #1
Notes

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Feasibility Study for EXPERIENCE - A Regional Innovation Center

Steering Committee Meeting #1 Summary
January 22, 2018 | 11:00 AM - 1:00 PM

Project Contact: Andrea Howard, Senior Analyst, ahoward@wrcog.us, (951) 405-6751

Steering Committee:

Executive Committee Members: Debbie Franklin, City of Banning; Adam Rush, City of Eastvale; Laura Roughton, City of Jurupa Valley; Kelly Seyarto, City of Murrieta; Rusty Bailey, City of Riverside; Kevin Bash, City of Norco; Dr. White, Riverside County Superintendent of Schools

Member Agency Staff: Grace Williams, City of Perris; Lea Deesing, City of Riverside; Sherry Shimoshock, City of Riverside; Matt Peters, City of Temecula; Jolene Walsh, Eastern Municipal Water District (EMWD); Danielle Coates, EMWD; Melanie EMWD

Regional Stakeholders: Joanna Chang, Southern California Edison; Jeff Lawler, Southern California Gas Company (SoCalGas); Ana Aceves, SoCalGas; Alexandra Orozco, University of California, Riverside (UCR); Nicole Davis, UCR

Staff and Consultants: Rick Bishop, WRCOG; Jennifer Ward, WRCOG; Tyler Masters, WRCOG; Andrea Howard, WRCOG; Cynthia Mejia, WRCOG; Amber Bolden, WRCOG; Huyen Bui, WRCOG; Alexa Washburn, National CORE; Karen Gulley, PlaceWorks; Scott Ashlock, PlaceWorks; Eric Carbonnier, HMC Architects

Experience - Origin and Current Ideas:

In 2010, WRCOG adopted the Sustainability Framework, which recognized six interrelated goal areas for achieving a high quality of life and regional economic growth: transportation, water and waste water, energy and environment, economic development, health, and education. The concept of Experience is a physical manifestation of the Framework that would contain various elements that advance the Framework Goals.

To achieve this goal, WRCOG envisions that Experience would draw audiences for a variety of purposes by including such elements as an education center, community farm, water efficient garden, walking loop, amphitheater, farm-to-fork café, and other public assets. Once at Experience, visitors would be exposed to best practices in water and energy, emerging technology, employment prospects, and more.



Purpose of this Study - Future Path for EXPERIENCE:

On October 2, 2017, WRCOG's Executive Committee approved a contract with PlaceWorks consultants to perform a Feasibility Analysis (the Analysis). The Analysis will explore the viability of bringing Experience to Western Riverside County. The analysis will begin with a review of relevant models to identify the program elements that would be desired for Experience. PlaceWorks will perform an opportunity and constraints analysis of the potential host sites and develop a demand analysis for the center and develop a set of options for the potential governance structure. Finally, the analysis components will be assessed together to determine overall feasibility.

Role of the Steering Committee:

The Steering Committee will provide valuable insights and feedback at each step of the Analysis. The meetings have been strategically scheduled to coincide with major milestones, and participants will be encouraged to provide valuable information to shape the direction and conclusion of the Analysis.

Timeline:

The Analysis will span ten months, beginning in October 2017 and concluding in July 2018. The full timeline is listed in the Meeting 1 Presentation slides.

Background on Other Relevant Models:

PlaceWorks presented several relevant models, providing a spectrum of ideas for potential elements to include in the Experience analysis, from examples across the County. These relevant models are listed in the Table of Relevant Models. Three of the models were also featured in a short compilation video played during the meeting, which can be viewed here.

Goal Setting by the Committee:

Initial working goals for Experience were shared with the Committee as a starting point for discussion. Over the course of an hour, members provided a variety of ideas and desires for what EXPERIENCE could be and how it could function. Below are the Initial Working Goals with comments incorporated, followed by a summary of the additional goals born from the discussion.

Initial Working Goals: EXPERIENCE should...

1. Benefit all WRCOG organizations and the communities served
2. Be tied to WRCOG's mission
3. Support WRCOG's Economic Development and Sustainability Framework
4. Not resemble a monument, but a place that engages, educates and motivates people
5. Be relevant to what's important to the region – a sustained public benefit
6. Be financially feasible from construction to operations and maintenance overtime
7. Have a high-level of performance for program elements and the facilities, which should be tracked and evaluated
8. Provide multiple reasons to visit through a wide variety of cohesive activities that result in returning visitors
9. Be innovative, cutting-edge, and provide a rotation of forward-thinking displays, events, and activities
10. Incorporate best practices for water and energy efficiency, sustainable building design, and business strategy
11. Empower the community to adopt techniques/take action

12. Provide visitors with a unique experience that encapsulates the region
13. Be embraced by both the public and private sector – encouraging partnerships and collaboration

Committee Discussion: EXPERIENCE should...

1. Provide economic development opportunities for individuals and businesses
 - Prepare people for jobs in the subregion
 - Be attractive to businesses (to locate there or partner with)
 - Be a central place to access information/resources (for companies considering moving to Riverside or for start-up companies)
2. Not be a Monument
 - It should not just showcase what WRCOG has done
 - It must be relevant over time
 - The building design should reflect the energy/resource conserving technologies and tell a story (function over form)
3. Be accessible by all modes of transportation (e.g., car, bus, train, pedestrians, cyclists) and all segments of the population (low income, rural/urban, non-English speaking, multiple ages, etc.)
4. Tell the story of Western Riverside County by showcasing the region's current assets/successes. This should also include promoting the vision for Western Riverside County through visual simulations or other techniques.
 - Showcase uniqueness of region (what it has to offer) and tap into international opportunities to showcase (sister-cities)
 - Include futuristic "look" at trends Riverside County will likely experience, how these trends may change the region, and how we can prepare
 - Incorporate museum features w/revolving exhibits – see Catalina Island
 - Include space for each jurisdiction/partner to have exhibit
 - Promote region – every nook should tell a story
 - Showcase best practices that the region wants to see happen w/ new development
 - Paint the story of sustainability in Riverside County – for new businesses
 - Have a way to bring in new partners
 - Share success stories – WRCOG and others, showcase start-ups
 - Riverside County is a series of PLACES – tie them together with the EXPERIENCE concept
5. Compliment UC Riverside and Cal Poly Pomona sustainability and regenerative studies research (agricultural living labs, solar/micro grids)
6. Be accessible to everyone in the community – be affordable and open to the public
7. Accommodate large and small audiences
8. Provide interactive educational opportunities for all ages
 - Tactile
 - Education for children
 - SoCalGas – see demo in Downey: education on kitchen technology
 - "Inspiration center" – youth (tech playground), improve on Discovery Science Center model
 - Experience Water, Experience Health, Experience Education, etc. – based on Framework plan, could be located throughout

- See Discovery Cube – Sylmar
9. Serve as a centralized resource and information center for the region
 - Central place for accessing information – utility rebates, info on WRCOG partners, non-profit groups, community health, start-up companies, resource center
 - Include liaison services – permitting, accounting, legal

Committee Input on the Mission for EXPERIENCE:

Following a thorough discussion of goals, attendees were introduced to four mission statements from relevant models to initiate a first discussion on establishing a mission for Experience. Below is a summary of the discussion.

1. To build a regenerative future, EXPERIENCE must:
 - Be Proactive
 - Educate
 - Familiarize
 - Promote
 - Encourage
 - Inspire
 - Connect
2. Make our motivation clear

Item 7.E

Experience Regional Innovation
Center Feasibility Analysis Update

Attachment 2

Steering Committee Meeting #2
Notes

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Feasibility Study for EXPERIENCE A Regional Innovation Center

Steering Committee Meeting #2 Summary
February 26, 2018 | 10:30 AM- 12:00 PM

Project Contact: Andrea Howard, Senior Analyst, ahoward@wrcog.us, (951) 405-6751

Steering Committee:

Executive Committee Members: Debbie Franklin, City of Banning; Adam Rush, City of Eastvale; Laura Roughton, City of Jurupa Valley; Kelly Seyarto, City of Murrieta; Rusty Bailey, City of Riverside; Kevin Bash, City of Norco; Ron Sullivan, Eastern Municipal Water District; Dr. White, Riverside County Superintendent of Schools

Member Agency Staff: Clara Miramontes, City of Perris; Grace Williams, City of Perris; Lea Deesing, City of Riverside; Sherry Shimoshock, City of Riverside; Luke Watson, City of Temecula; Matt Peters, City of Temecula; Jolene Walsh, Eastern Municipal Water District (EMWD); Danielle Coates, EMWD; Melanie EMWD

Regional Stakeholders: Joanna Chang, Southern California Edison; Jeff Lawler, Southern California Gas Company (SoCalGas); Ana Aceves, SoCalGas; Jennifer Vaughn, SoCalGas; Alexandra Orozco, University of California, Riverside (UCR); Nicole Davis, UCR

Staff and Consultants: Rick Bishop, WRCOG; Jennifer Ward, WRCOG; Andrea Howard, WRCOG; Huyen Bui, WRCOG; Alexa Washburn, National CORE; Karen Gulley, PlaceWorks; Eric Carbonnier, HMC Architects

Advisors: Dr. Kyle Brown, Lyle Center for Regenerative Studies; Mike Swords, Los Angeles Cleantech Incubator (LACI); Kristeen Farlow, Frontier Project

Experience – Concept and Origin:

WRCOG envisions that Experience would draw audiences for a variety of purposes by including such elements as an education center, community farm, water efficient garden, walking loop, amphitheater, farm-to-fork café, and other public assets. Once at Experience, visitors would be exposed to best practices in water and energy, emerging technology, employment prospects, and more.

In 2010, WRCOG adopted the Sustainability Framework, which recognized six interrelated goal areas for achieving a high quality of life and regional economic growth: transportation, water and waste water, energy and environment,



economic development, health, and education. Experience would be a physical space to explore and grow the subregion's work to advance the Framework Goals.

Purpose of this Study - Future Path for Experience:

On October 2, 2017, WRCOG's Executive Committee approved a contract with PlaceWorks consultants to perform a Feasibility Analysis (the Analysis). The Analysis will explore the viability of bringing Experience to Western Riverside County, by refining the projects goals and conducting a review of relevant models to identify the program elements that would be desired for Experience, performing an opportunities and constraints analysis of the potential host sites, developing a demand analysis for the center and a set of options for the potential governance structure, and finally, assessing the analysis components together to determine overall feasibility.

Role of the Steering Committee:

The Steering Committee will provide valuable insights and feedback at each step of the Analysis. The meetings have been strategically scheduled to coincide with major milestones, and participants will be encouraged to provide valuable information to shape the direction and conclusion of the Analysis.

Timeline:

The Analysis will span ten months, beginning in October 2017 and concluding in July 2018. The full timeline is listed in the Meeting 1 Presentation slides.

Meeting #1 Review:

The Steering Committee met for the first time on January 22, 2017. At the meeting, attendees received a thorough introduction to the Experience concept; learned of relevant models across the globe, from which Experience could draw inspiration and knowledge; discussed goals for Experience. Among the goals discussed, attendees expressed that Experience should be synergistic with WRCOG and the surrounding community (including k-12 education, colleges and universities, and businesses); Experience should provide region-wide economic and social benefits, and spur economic growth, especially by fostering economic opportunity; and Experience should tell the story of Western Riverside County—what the subregion has to offer and where it is going. Finally, the Committee initiated a discussion to draft the Mission for Experience.

Model Site Representative Presentations:

Representatives from three Southern California models: the Lyle Center for Regenerative Studies at Cal Poly Pomona, the Los Angeles Cleantech Incubator (LACI), and the Cucamonga Valley Water Districts' Frontier Project, presented an overview of their programs and fielded questions from attendees regarding logistics and operations.

These models provided a good sampling of the diversity that exists among these centers. The Lyle Center was an early example of sustainable development and living, modeling practices which later informed the LEED certification process. It is built on a 16-acre campus at Cal Poly Pomona and is an affiliate of the University, designed with the mission to make a "collective impact toward a sustainable future." The Lyle Center meets its goals largely through student and faculty

driven work to provide education and demonstrations, perform research, and conduct community outreach. The Center receives approximately 57% of the \$550,000 annual operating expense from State allocation, and the remaining 43% from grants, endowment, and individual donations.

LACI is an entrepreneurial incubator located at the cutting-edge, 60,000 square foot La Kretz Innovation Campus, owned by Los Angeles Department of Water and Power (LADWP). LACI is an independent nonprofit born out of a Public Private Partnership with the City of LA and LADWP. It operates under the mission to create an inclusive green economy for the City and LA region. Since 2011, LACI has served more than 70 start-ups, created more than 2,000 jobs, generated \$214 M in revenue and generated \$335 M in economic benefit for the City.

The Frontier Project was developed out of a need for the CVWD for more office space and a desire to create an additional space to demonstrate water efficient best practices to the community by creating a regional destination. Opened in 2009, the 14,000 square foot building has office space, a technology gallery, conference space, demonstration kitchen, green roof, landscape demonstration, and is LEED Platinum. The Frontier project hosts regular meetings and events and is home to the Water Works Association.

Of particular note, the speakers provided these insights:

- Given the chance to change the course of development for the Lyle Center, Dr. Brown reported that he would give greater focus to areas where a significant impact could be made. . In recent years they have shifted their focus on working with the community, particularly Pomona Unified.
- Dr. Brown also noted the challenges of being a part of the university: 1) grants received have to flow through various departments which adds an additional layer or bureaucracy; and 2) they struggle to be entrepreneurial.
- Representatives from both LACI and the Frontier project reported that their event and meeting spaces, and LACI's co-working space cannot accommodate the demand they see in terms of physical size. They recommended capacity somewhere between 300 – 400 people.
- Mr. Swords shared that while the La Kretz Innovation Campus is a significant asset, the majority of the entrepreneurs they host report that the greatest benefit of working with LACI is the opportunity to work with the Executives in Residence. Additionally, Mike shared that prior to the opening of La Kretz, LACI operated as an incubator for four years and was named the #3 incubator in the world according to University Business Incubators, emphasizing that the programming drove the success of LACI.
- Mr. Swords also noted that the success of LACI was in part a function of strategic partnerships with the Mayor's Office, County Office, LA Department of Water & Power (LADWP), State of California, Federal Government, Port of Los Angeles, Metro, Metropolitan Water District (MWD), Southern California Edison (SCE), Financial institutions (JP Morgan, Wells Fargo), and Universities (UCLA, USC, Caltech, Cal State Northridge), JPL, Los Angeles County Economic Development Corporation (LAEDC), LA Chamber of Commerce, LA Business Council (LABC), and Industry partners.
- In contrast, Ms. Farlow shared that the Frontier Project struggled to meet its funding targets because it did not have a clearly defined mission and purpose at its onset, while it set-out to be an educational resource, that was not specific and compelling enough to attract supporters.

- Representative from each Center noted staff size: The Lyle Center has a staff of 3 not including faculty, LACI 30, and Frontier 1. This is relevant in relationship to regional impact and Center success.
- All three speakers acknowledged the challenge of any building or grounds staying relevant in terms of the demonstration technology being displayed. The advice from LACI was to have a broader mission, such as inventing and building hardware which by definition adapts overtime. Dr. Brown noted that the Lyle Center was built on the principles of regeneration, not on solutions, and therefore is more timeless.

The meeting slides, including speaker slides, are included as an attachment to this summary.

Item 7.E

Experience Regional Innovation
Center Feasibility Analysis Update

Attachment 3

Steering Committee Meeting #3
Notes

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Feasibility Study for EXPERIENCE A Regional Innovation Center

Steering Committee Meeting #3 Summary
March 19, 2018 | 11:00 AM- 1:00 PM

Project Contact: Andrea Howard, Program Manager, ahoward@wrcog.us, (951) 405-6751

Steering Committee:

Executive Committee Members: Council Member Debbie Franklin, City of Banning; Council Member Adam Rush, City of Eastvale; Council Member Laura Roughton, City of Jurupa Valley; Council Member Kelly Seyarto, City of Murrieta; Mayor Rusty Bailey, City of Riverside; Council Member Kevin Bash, City of Norco; Director Ron Sullivan, Eastern Municipal Water District; Dr. Judy White, Riverside County Superintendent of Schools

Member Agency Staff: Clara Miramontes, City of Perris; Grace Williams, City of Perris; Brian Muhu, City of Perris; Al Zelinka, City of Riverside; Rafael Guzman, City of Riverside; Lea Deesing, City of Riverside; Sherry Shimshock, City of Riverside; Luke Watson, City of Temecula; Matt Peters, City of Temecula; Paul Jones Eastern Municipal Water District (EMWD); Jolene Walsh, EMWD; Danielle Coates, EMWD; Melanie Nieman EMWD; Mike Barney, Riverside County Office of Education; Rohan Kuruppu, Riverside Transit Agency

Regional Stakeholders: Joanna Chang, Southern California Edison; Ana Aceves, Southern California Gas Company (SoCal Gas); Jennifer Vaughn, SoCal Gas; Melisa Marks, SoCal Gas; Alexandra Orozco, University of California, Riverside (UCR); Nicole Davis, UCR; Dianne Leibrandt, Riverside University Health System – Public Health

Staff and Consultants: Rick Bishop, WRCOG; Jennifer Ward, WRCOG; Andrea Howard, WRCOG; Anthony Segura, WRCOG; Cynthia Mejia, WRCOG; Huyen Bui, WRCOG; Alexa Washburn, National CORE; Karen Gulley, PlaceWorks; Eric Carbonnier, HMC Architects

Experience – Concept and Origin:

WRCOG envisions that Experience would draw audiences for a variety of purposes by including such elements as an education center, community farm, water efficient garden, walking loop, amphitheater, farm-to-fork café, and other public assets. Once at Experience, visitors would be exposed to best practices in water and energy, emerging technology, employment prospects, and more.

In 2010, WRCOG adopted the Sustainability Framework, which recognized six interrelated goal areas for achieving a high quality of life and regional economic growth: transportation, water and waste water, energy and environment,



economic development, health, and education. Experience would be a physical space to explore and grow the subregion's work to advance the Framework Goals.

Meeting #2 Review:

The Steering Committee held its second meeting on February 26, 2018. At the meeting, representatives from three Southern California model facilities—the Lyle Center for Regenerative Studies at Cal Poly Pomona, the Los Angeles Cleantech Incubator (LACI), and the Cucamonga Valley Water Districts' Frontier Project—presented an overview of their programs and fielded questions from attendees regarding logistics and operations.

Attendees shared their reflections of the meeting. Sherry Shimshock noted the speakers' stories conveyed the importance of having a clearly defined mission, and identified financial partners who are in alignment with that mission. Director Sullivan, recounted the speakers' emphasis that the facilities be made sufficiently large for future demand, with the ability to accommodate upwards of 300 people. Other commenters noted that the partnership LACI has with the Los Angeles Department of Water and Power (DWP), is a potential model to emulate, in which there is long-term shared occupant in the building with a complementary mission. Council Member Franklin commented that the speakers showcased the diversity of the possibilities for Experience.

Opportunities for Collaboration

University of California, Riverside (UCR)

Alexandra Orozco and Nicole Davis of UCR presented on some of the existing initiatives occurring across UCR, including activities led solely by the University and in partnership with local, regional, and national agencies. As part of an effort to capitalize on the relocation of the California Air Resource's Board (CARB) to a Riverside facility adjacent to the University, UCR commissioned a strategic report on how to attract additional new ventures and employment opportunities for graduating students. The report revealed that the University's sustainability efforts (clean air, clean and green energy, synergy between technology and engineering, transportation, and health care) are the key area for University to focus on. The plan recommended focusing on leveraging these themes, focusing on retaining local talent and working collaboratively with local partners

UCR has several initiatives geared toward retaining local talent, including a newly launched Highlander Venture Investment Fund, mentorship and classroom programs for aspiring entrepreneurs, and the Excite Incubator – a collaboration with the University, City and County. UCR is also leading several sustainability-minded projects, including the Innovative Corridor, an active research and demonstration area underway in the City of Riverside to test transportation technologies developed out of the Bourns College of Engineering. Nicole shared that there is a great deal of momentum stemming from the University's existing programs and research, their network of partners, and the synergy they have cultivated with the existing and planned regional assets. The University's vision is to establish a green tech park for collaboration, events, laboratories, and test beds—something not unlike some of the ideas that have emerged for Experience. Both Alexandra and Nicole emphasized that there are ample opportunities to partner with the University, particularly in areas related to sustainability.

Al Zelinka shared that CARB's future facilities will be developed on an 18-acre site near campus, at Iowa and University Avenue, in a \$416 million LEED Platinum net-zero-energy building to house 400-500 engineers and scientists conducting emissions testing and research for the State of California and beyond, opening in the spring of 2021. The facility will be in the City of Riverside's newly established Innovation Corridor and on University Avenue, where much of the UCR transportation technology testing occurs.

Riverside County Office of Education, Riverside (RCOE)

Mike Barney of RCOE shared that the agency is constantly trying to build the ability to demonstrate the strength of the region's education system across all levels and programs from K-12 to University and traditional education models to technical trade schools.

Eastern Municipal Water District (EMWD)

Paul Jones, General Manager of EMWD, a water, waste water and recycled water provider covering a 550 square-mile area, serving seven cities and unincorporated portions of the County in Western Riverside. EMWD is considered an industry-leading water supplier and water resource manager, focused on sustainability—EMWD generates approximately 50% of the energy consumed by its facilities and has a \$290 million annual budget and 620 employees.

EMWD has several educational initiatives and partnerships working with both higher education and K-12, and focused outreach with disadvantaged communities. Higher education partnerships include Mount San Jacinto College for training certified operators; collaboration with the California State University San Marcos, Temecula, on the administration of the Environmental Leadership Institute; research on rate structures and water quality as well as internships with UCR; and Master Gardeners programs through the University of California Cooperative Extension; hosting Fellows through the CivicSpark Program, an extension AmeriCorps; field trips, training, and activities with 11 K-12 school districts; and education for business and civic leaders through the Water Leaders Academy.

EMWD has identified a few of the region's primary challenges, including a deficit of trade school education opportunities, which can prepare young people for meaningful and well-paying jobs. Additionally, Mr. Jones identified need for training for the STEM (science, technology, engineering, and math) curriculum, and growth potential career paths. Mr. Jones also highlighted many of the region's strengths and noted that a Perris location for the Experience facility offers myriad benefits, including the ability to positively influence future growth as the region is currently only 38 percent built-out.

Mission Statement for Experience

The project team introduced a draft Mission statement crafted from input received during the first steering committee meeting. Meeting attendees were asked to provide feedback with the goal of refining the Mission Statement to be 80% complete. To prepare for this, the project team shared a few existing Mission Statements from well-known brands, including Nike, Starbucks, and the Lyle Center, to convey the goal, in broad terms, of any mission statement. The draft provided at the meeting was:

“Experience is a place that connects our public, private, nonprofit, and education leaders to harness knowledge capital, attract growth industries, accelerate technologies, and spur economic development. Experience draws and inspires our community to learn and be engaged in innovations to improve our world.”

Meeting attendees shared input on the draft. General comments included the idea that the first and second sentences might be broken apart to have one serve as the foundation of a Mission and the other of the Vision statement; ensuring that the Mission is simple enough that it is easily understood by a variety of audiences; and additional refinement of specific wording choices, including using the word or concept of “synergy,” “place,” and “sustainability” in some way. The project team will spend time reflecting on the ideas presented and will prepare a revised version with the Committee in the future.

Indoor/Outdoor Programming

The project team initiated a discussion of the general programming elements that might be included in the demand analysis of the Feasibility Analysis. Ten indoor space elements were presented for feedback: Rotating Display or Demonstration Area, Training Center for the Trades, Student-Oriented Education / Learning Area, Meeting / Event Space, Co-Working Area, Administrative Core, Labs / Fabrication / Prototype Area, Welcome Center, Food, and Office Space. In addition, four potential outdoor space elements were presented for feedback: Regional Resiliency Demonstrations and Innovations, Community Areas, Event Space, and Urban Agriculture.

There was a general consensus among participants that most elements were essential for inclusion in the analysis. A Training Center for the Trades was not strongly suggested for inclusion. Office Space for Lease was not strongly supported initially, but staff noted the capacity for leased office space to generate revenue that offsets operation costs and urged further investigation of this idea. Similarly, incubation space and co-working space was strongly supported by some, but not all. The project team will review the list with the consultants performing the demand analysis to assess the final elements for inclusion in the analysis.

The discussion of programming instigated a complementary discussion to identify the potential “customer,” or end user for Experience. Meeting participants identified the following entities as likely customers for Experience: general public, students, businesses seeking best practices information, and private sector partnerships.

The meeting slides, including speaker slides, are included as an attachment to this summary.

Action Items

Based on the discussion of the Mission Statement, staff and consultants will work on revising the Mission Statement and drafting a complementary Vision statement.

Next Meeting

Meeting #4, originally scheduled for May 21, 2018, has been rescheduled to June 18, 2018, due to conflicts with several Steering Committee participants.



Western Riverside Council of Governments Technical Advisory Committee

Staff Report

Subject: Economic Development Initiative Update

Contact: Andrea Howard, Program Manager, ahoward@wrcog.us, (951) 405-6751

Date: May 17, 2018

The purpose of this item is to update Committee members on Regional Economic Development efforts and determine which study / studies staff should proceed with.

Requested Action:

1. Discuss and provide direction.

Background

In 2016, through various discussions by the WRCOG Agency Carryover Funds Ad Hoc Committee, Administration & Finance Committee and Executive Committee, \$250,000 of the Fiscal Year 2015/2016 Agency Carryover Funds were identified for desired use on an Economic Development Initiative. The purpose of the Initiative, as it was discussed, was to address challenges associated with attracting economic development opportunities to the subregion.

In February 2017, representatives from the University of California, Riverside (UCR), Center for Economic Forecasting and Development, provided a presentation to the Administration & Finance Committee proposing an economic development vitality report to collect and analyze critical data, at both the subregional and local levels, for the purpose of informing the future development of the Initiative. At that meeting, the Ad Hoc Committee directed staff to continue discussions of potential projects with economic development staff from local jurisdictions, UCR, and the Riverside County Economic Development Agency (EDA).

In May 2017, WRCOG convened the first meeting of Economic Development Stakeholders, inviting leaders from each member jurisdiction, EDA, UCR, and WRCOG, to discuss economic development, focusing on the proposed vitality report. Though there was interest in the report, there was concern over a duplication of efforts between WRCOG and EDA. At the conclusion of the meeting, it was decided that staff would arrange for a presentation from EDA regarding its current and planned work in the arena to ensure there would be no duplication of work.

In August 2017, EDA presented an overview of the County's overall services and resources regarding economic development to the TAC and staff presented four potential opportunities to allocate the \$250,000 towards, each stemming from discussions with both the TAC and the Stakeholder Group. The presented options were 1) the UCR baseline study, 2) a regional branding and marketing study, 3) a cellphone-based GPS commuting study, and 4) an economic development best practices workbook. At that time, the Committee requested additional details on the commuting study. In September of 2017, staff returned to the Economic Development Stakeholder Group with a detailed presentation on the commuting study, which supported the commuting study options as well. The recommendation by the TAC and Stakeholder Group to pursue the commuting study was forwarded to the Administration & Finance Committee in September 2017, which directed staff to determine concrete steps and actions this study can focus on, and report back.

Following the August 2017 Committee meetings, staff met with a variety of other parties including, but not limited to, the Riverside County Transportation Commission (RCTC), the Southern California Association of Governments, the Riverside Transit Agency, and economic development consultants to evaluate potential options on perceived spatial mismatch between workers and employers, whereby higher-skilled workers commute outside of Riverside, while lower skilled workers remain in the County.

Simultaneously, staff conducted additional research into the spatial mismatch issue and determined that there is a substantial amount of data which could be used to address these issues. However, this data is often maintained and held by different public and private entities, and not always shared. During this time, staff also became more familiar with the Inland Empire Growth and Opportunity (IEGO) Initiative, which is working with the Brookings Institute to conduct a market assessment of the Region. IEGO's efforts showed potential applications to WRCOG's efforts, and at its meeting in November 2017, the Administration & Finance Committee directed staff to defer any further action on the issue until the Brookings Institute completed its work, to avoid any potential duplication of efforts or inefficiencies.

In December 2017, IEGO presented on its activities to the Executive Committee, revealing that the initiative has a broad application, with no research or data specific to Western Riverside County, and therefore not at any risk of overlapping WRCOG's efforts. As the IEGO presentation indicated, WRCOG could resume planning efforts for its Economic Development Initiative; staff released a call for Initiative ideas to be considered alongside previously proposed initiatives at future meetings.

In January, 2018, staff returned to the Economic Development Stakeholder Group with an update on recent Committee actions and the IEGO presentation data. Staff then re-introduced opportunities for investing WRCOG's \$250,000 set aside, including one member-introduced idea regarding the minimum wage increase, described in detail below. At the conclusion of the meeting, staff invited each jurisdiction to participate in an online survey to rate its preference for each alternative. The following options were included in the survey, in addition to an option to propose new ideas:

1. An inventory of studies examining current economic conditions to include studies from UCR, EDA, and IEEP, as well as a listing of local initiatives underway in each WRCOG member jurisdiction.
2. Regional branding and marketing: Develop a unique brand for Western Riverside County to attract / retain potential businesses.
3. Regional economic baseline study: UCR develops an economic data set for each city based upon current conditions and near-term trends. Could use this information to tailor future economic development strategies as a benchmark for success.
4. Best practices workbook: Member agencies could use best practices to facilitate development as they saw fit. This effort would also require a significant outreach effort to verify that none of the anticipated strategies are currently being implemented.
5. Cell-based GPS commuting study: Study commuting patterns using cellphone data to determine trends and identify what kinds of businesses workers are leaving the county for.
6. Spatial mismatch, survey-based study: Survey-based study of residents commuting to work in nearby counties. Inform strategies for targeting specific industries to reduce the amount of workers we "export" out to adjacent counties.

The survey revealed a preference for options 1, 5, and 6 and brought two new suggestions, one pertaining to a 5 Year Foreign Direct Investment and International Trade Strategy, and the other calling for a WRCOG-led Community Economic Development Strategy (CEDS), both described in detail below.

Stakeholder Preferred Economic Development Programs / Initiatives

The 2018 Economic Development Stakeholder survey results indicated an overwhelming preference for WRCOG to develop an inventory of studies examining current economic conditions (Option 1. above), which staff propose could be funded separately, for an estimated \$25,000, if there are not sufficient resources for both an inventory study and the ultimate opportunity/opportunities selected from the below or other options. The other two majority preferred options from the survey, are described in more detail below:

- Cell-based GPS Regional Commuting Study (sign-up basis for interested jurisdictions): This effort would conduct a comprehensive survey of participating jurisdictions' residents commuting out of Riverside County to work in Orange, San Bernardino, San Diego, and Los Angeles Counties. This survey would be used to identify types of industries and specific businesses where these employees are leaving the region to work, who could then be targeted to relocate into Riverside County to reduce the amount of workers we "export" out to these adjacent counties.
- Spatial mismatch study for all WRCOG jurisdictions: This study would focus on existing businesses in Western Riverside County and determine which factors lead to those businesses locating in this area. Additionally, businesses who were not located in Western Riverside County that could be candidates to locate in the County would be interviewed as well. The results of this effort would then be used to assist with efforts to facilitate business retention and relocation efforts for WRCOG member agencies.

In addition, the project proposals received from member jurisdictions are summarized below:

- Minimum Wage Study – Proposed by the City of Corona
In 2016, Governor Jerry Brown signed legislation raising California's mandatory minimum to \$15 an hour by 2022. This rapid increase is considered to be aggressive by many business owners and will cause damage to some contract manufacturers and businesses, forcing them to shut down or leave the state. The City of Corona would like to see a regional study on the effects of the minimum wage increase on our businesses in Riverside County and how this will have an impact on local manufacturers, consumers and residents. The full proposal is included as Attachment 1 to this report.
- 5 Year Foreign Direct Investment and International Trade Strategy and Action Plan- Proposed by the Cities of Eastvale and Menifee
Foreign Direct Investments (FDI's) are investments in communities by entities that create new businesses, provide capital for development projects, develop or expand production or manufacturing facilities or provide new ownership of an existing enterprise. FDIs help create new jobs, boost wages, increase exports, strengthen manufacturing and service industries, bring in new research and technology and raise productivity. The cities of Eastvale and Menifee emphasize that solutions rest in the ability of cities and regional leaders to enable a competitive business environment at home and to foster meaningful global linkages with the rest of the world. With WRCOG's direct support, the plan and strategy will serve as a collaborator and information conduit with International Trade entities, which directly translates into job creation, sales tax revenue growth, and higher incomes for all Western Riverside County cities. The full proposal is included as Attachment 2 to this report.
- Regional Community Economic Development Strategy (CEDS) Plan for WRCOG Agencies- Proposed by the City of Perris
A CEDS is a tool used by agencies to map out the overall economic growth of a city, county or region over a period of time. More importantly, it is a strategic tool used to help communities leverage federal funds for economic development projects related to planning and infrastructure improvements. Please discuss the potential of using such a tool to help offset potential costs of needed regional infrastructure projects managed by WRCOG.

The Filter

As a result of the 2017 WRCOG Joint Committee Visioning Session, WRCOG has adopted the practice of using a member-defined "Filter" process for evaluating existing and potential initiatives to determining how they would fit with the Agency overall. The Filter serves to evaluate whether or not WRCOG should take on or continue a program, by asking 11 questions:

1. Will the program provide regional benefit – is the issue truly multi-jurisdictional?
2. Does the program show a strong nexus to the Agency's purpose – to unify Western Riverside County so that it can speak with a collective voice on important issues that affect its members while respecting local control?

3. Will the program complement WRCOG's existing programs?
4. Is there a high potential to make a difference?
5. Does WRCOG have the resources to be effective?
6. Will WRCOG's involvement provide a strong return on investment or "bang for your buck"?
7. Is this issue already being addressed by any other agency / agencies?
8. Is there something WRCOG can do that no other agency can?
9. Would WRCOG's involvement protect and support quality of life by promoting any one or more of the six quality of life promoting goal areas identified in the Sustainability Framework: economy, health, transportation, water / waste water, energy / environment, and education?
10. Is there a relevant model WRCOG could follow that other regional agencies have found to be effective to address this issue?
11. What other factors are important to consider with this particular issue?

Staff passed each of the Stakeholder Group preferred options above through the Filter. The results present preliminary findings on each option's fit with the Agency, based on staff's understanding of the potential project. The Filter results are included in a spreadsheet as Attachment 3 to this report. Also included in the spreadsheet is an estimated cost of each option.

Based on the results of the Filter analysis and Stakeholder survey, the economic development inventory, cellphone-based commuting study, and spatial mismatch study would be beneficial to many members and a strong fit with the Agency. Additionally, all three of these opportunities could be funded with the existing \$250,000 allocation. The three other options did not score as high in the Filter and each is estimated to cost approximately \$250,000.

Prior Action:

None.

Fiscal Impact:

Funding for the Economic Development Initiative has been programmed accordingly under the Fiscal Year 2016/2017 Agency Budget, in the General Fund.

Attachments:

1. Minimum wage study proposal.
2. 5-Year Foreign Direct Investment and International Trade Strategy and Action Plan.
3. WRCOG Filter Analysis.

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Economic Development Initiative
Update

Attachment 1

Minimum wage study proposal

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City of Corona - IDEA WRCOG ~ \$250,000 Regional Economic Development Study

In 2016, Gov. Jerry Brown signed legislation raising California's mandatory minimum to \$15 an hour by 2022. This rapid increase is considered to be aggressive by many business owners and will cause damage to some contract manufacturers and businesses, forcing them to shut down or leave the state.

The pay increase looks like this... for employers with 26 employees or more, the minimum wage increased by 50 cents this year (2017), before increasing by \$1 per year until 2022:

- Jan. 1, 2018: \$11 an hour
- Jan. 1, 2019: \$12 an hour
- Jan. 1, 2020: \$13 an hour
- Jan. 1, 2021: \$14 an hour
- Jan. 1, 2022: \$15 an hour

Smaller businesses with 25 employees or less will follow the same progression as the larger employers, just one year behind. The \$15 minimum wage for smaller businesses will come into effect on Jan. 1, 2023.

In May 2017, the City of Corona and the Corona Chamber of Commerce attended a legislative summit in Sacramento and one of our State Senators said he would be willing to see what he could do to reform this IF we can get actual data regarding how this rapid increase will negatively affect our businesses.

However, obtaining this data is very costly and should be presented to the Senator/State of California as a regional effort.

The City of Corona would like to see the \$250,000 Regional Economic Development Study focus on the effects of the minimum wage increase on our businesses in Riverside County and how this will have an impact on our manufacturers, consumers and residents.

For more information, questions:

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NOTE: An opinion article from the LA Times earlier this year describes it from a business owner's point of view..... (<http://www.latimes.com/opinion/op-ed/la-oe-salem-minimum-wage-20170102-story.html>).

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Attachment 2

5-Year Foreign Direct Investment
and International Trade Strategy and
Action Plan

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Foreign Direct Investment Attraction and Retention and International Trade Strategy and Action Plan Proposal



Submitted by: City of Eastvale and City of Menifee

Problem: If the recent recession has taught us anything, it's that we can no longer ignore the realities of the global economy or assume the United States' supreme position in it. The fact of the matter is that the U.S. has a declining share of the world's Gross National Product, and not only has our innovation capacity decreased over the past decade, but the U.S. ranks last in making investments to improve this capacity. We are now faced with rapid growth of developing nations, such as China, India and Brazil. As with most critical community issues that cities endure, it is the work of cities and the innovations of those at the grassroots level which drive change.

In 2012 alone, the U.S. attracted more than \$160 billion in Foreign Direct Investment (FDI), making the U.S. the world's top destination for FDI's. In 2011, foreign-owned companies in the U.S. were responsible for employing 5.6 million U.S. workers. An overwhelming majority of City leaders (83%) feel that expanding trade opportunities and attracting foreign trade investments are important to the success of their local economy, according to a National League of City Survey conducted in 2011; yet, fewer than 30% report being involved in foreign direct investment activities and not knowing where to start. ***Much of current disconnect is attributed to local leaders not knowing how to link their communities to the global economy, and a lack of information available about their potential role in promoting these steps.***

As a reminder, Foreign Direct Investments (FDI) are investments in communities by entities that create new businesses, provide capital for development projects, develop or expand production or manufacturing facilities or provide new ownership of an existing enterprise. FDIs help to create new jobs, boost wages, increase exports, strengthen manufacturing and service industries, bring in new research and technology and raise productivity. **FDI's strategies can also provide support for homegrown sources of growth, such as strengthening the local supply chain by connecting foreign investors with small businesses and other service providers in the area. Additionally, FDIs can facilitate new linkages for economic and trading partners abroad and to attract additional business to the local area.**

The use of International Trade (IT) as another component of the strategy is very important, as growth cannot be driven by domestic or foreign consumption alone. We need to leverage the use of incentives such as Foreign Trade Zones (FTZ), to help foster attracting FDI's, assist manufacturers or other industries that export goods. While there are a number of advantages to having a FTZ in particular communities, they may not suit every city or regional economic development goals. An FDI in collaboration with an International Trade Strategy and Action Plan will assist with this process. These tools will help to align local government economic development goals, assist with programs by providing broad support to these businesses which can strengthen these programs by adding an exporting component. One of the objectives of the strategy and action plan would be to identify what other regions are doing, identify barriers to overcome, adjust regulations to ensure policy environments encourage growth and trade, while ensuring that businesses interested in exporting are connected to trainings, missions and assistance.

Exporting is a growing critical business strategy. With 70 percent of the world's purchasing power outside U.S. borders, global boundaries are becoming less of an obstacle. **By using international trade as a focus of Economic Development in Western Riverside County, our business sales will grow faster, more jobs would be created, and our employees would earn 13-18% more on average than in non-exporting regions.**¹ This concept involves more than just manufacturing, or agricultural goods, but an exchange of goods or services such as university tuitions, tourism services, management consulting and engineering to name a few.

Although the challenges of a globalized economy may seem daunting, the opportunities are great and we need to **ACT NOW- and collectively.**

What does this mean for Riverside County as a whole? Plainly stated, the way we view the economic development ecosystem needs to change. In order to remain competitive and continue to improve the quality of life and well-being for all residents, local (Cities) and regional leaders (WRCOG) need to embrace the reality that OUR GREATEST competition is not with each other, but with other cities around the world. The investments in core regional assets, such as education and infrastructure are critical and small businesses are a vital source of economic growth. Institutions of higher education and students can enable powerful global connections in conjunction with foreign investment and international trade which can be very effective development partners.

Solutions rest in the ability of cities and regional leaders to enable a competitive business environment at home and to foster meaningful global linkages with the rest of the world. This collective goal could be achieved by developing a 5-Year Comprehensive Foreign Direct Investment (FDI) and International Trade (IT) Strategy and Action Plan geared towards embracing and driving the future growth and success of our region.

In conclusion, through the creation of **5-Year Comprehensive Foreign Direct Investment (FDI) and International Trade (IT) Strategy and Action Plan** Western Riverside County could create a strong and lasting impact on Foreign Direct Investment (FDI) efforts at the local level while complementing existing Economic Development strategies in the region. With WRCOG's direct support, the plan and strategy will serve as a collaborator and information conduit with International Trade entities, which directly translates into job creation, sales tax revenue growth, and higher incomes in our cities. This collective approach would produce better results than traditional and independent local Economic Development strategies alone.

The estimated cost to develop a Foreign Direct Investment (FDI) and International Trade (IT) Strategy and Action Plan is approximately \$120,000-\$200,000, and would be subject to a Request for Proposals before being awarded. This cost would cover a consultant to provide the Strategy and Action Plan after being awarded the project.

On behalf of the City of Eastvale and the City of Menifee, we kindly implore your support for this endeavor, which will directly benefit the cities of Riverside County and the region as a whole.

ⁱ *Winning the Future 2011: Connecting American Businesses to the World* (Washington, D.C.: U.S. Commercial Service, U.S Department of Commerce, 2011).

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Attachment 3

WRCOG Filter Analysis

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WRCOG Economic Development Proposals through the Filter

	Regional Benefit	Nexus to Agency Purpose	Complement Other Programs	Potential to Make a Difference	Sufficient Resources	Return on Investment	Issue Not Addressed by other Agencies	WRCOG Uniquely Suited to Do	Protection of Quality of Life	Other Relevant Examples	Other factors to consider?	Filter Score	Program/Issue Origin	Estimated Cost
Economic Development Inventory	1	1	1	1	1	1	1	1	1	1		10	ED Stakeholder Meeting	\$ 25,000
Cell-Based GPS Regional Commuting Study	1	1	1	1	1	1	1	0	1	1		9	ED Stakeholder Meeting	\$ 150,000
Spatial Mismatch Study for All WRCOG Jurisdictions													ED Stakeholder Meeting	
Minimum Wage Study	0	1	1	1	1	1	1	0	1	1		9	ED Stakeholder Meeting	\$ 75,000
5 Year Foreign Director Investment and International Trade Strategy and Action Plan	1	1	0	0	1	0	1	0	1	1		5	ED Stakeholder Meeting	\$ 250,000
Regional Community Economic Development Strategy (CEDS) for WRCOG Agency	1	1	0	0	1	1	0	0	1	1		6	ED Stakeholder Meeting	\$ 250,000
	1	1	1	1	0	1	0	0	1	1		7	ED Stakeholder Meeting	unknown

Key
 0 = "No"
 1 = "Yes"