



Western Riverside Council of Governments WRCOG Executive Committee

AGENDA

Friday, June 19, 2026
10:00 AM

Pechanga Resort Casino
45000 Pechanga Pkwy
Grand Ballroom East
Temecula, CA 92592

In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in the Executive Committee meeting, please contact WRCOG at (951) 405-6702. Notification of at least 48 hours prior to meeting time will assist staff in assuring that reasonable arrangements can be made to provide accessibility at the meeting. In compliance with Government Code Section 54957.5, agenda materials distributed within 72 hours prior to the meeting which are public records relating to an open session agenda item will be available for inspection by members of the public prior to the meeting at Pechanga Resort Casino, 45000 Pechanga Pkwy, Grand Ballroom East, Temecula, CA 92592.

In addition to commenting at the Committee meeting, members of the public may also submit written comments before or during the meeting, prior to the close of public comment to jleonard@wrcog.us. To ensure distribution to Committee members prior to the meeting, please submit comments no later than two hours before the meeting is scheduled to begin. Public comments will also be accepted in person and via Zoom during the meeting.

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

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

1. **CALL TO ORDER (Jacque Casillas, Chair)**
2. **PLEDGE OF ALLEGIANCE**
Led by Cameron Brown, WRCOG Program Manager.
3. **ROLL CALL**

4. PUBLIC COMMENTS

At this time members of the public can address the Committee regarding any items listed on this agenda. Except as set forth below, when addressing the Executive Committee, each individual speaker will be limited to up to three (3) continuous minutes of public testimony. The Executive Committee may, either at the direction of the Chairperson or by a majority vote of the Executive Committee, waive this three (3) minute time limitation. Depending on the number of items on the Agenda and the number of speaker cards, the Chairperson may, in his or her discretion, reduce the time for each individual speaker. In addition, the maximum time for public comment for any individual item or topic is thirty (30) minutes, unless extended by the Chairperson or majority vote of the Executive Committee. Speakers may not yield their time to others without the consent of the Chairperson.

5. CONSENT CALENDAR

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

A. Action Minutes from the June 1, 2026, Meeting of the WRCOG Executive Committee

Requested Action(s): 1. Approve the Action Minutes from the June 1, 2026, meeting of the WRCOG Executive Committee.

B. Approval of Updated Personnel Policy Related to Salary Review and Administration: Temporary / Interim Assignment Acting Pay or Out-of-Class Pay

Requested Action(s): 1. Approve the Salary Review and Administration: Temporary / Interim Assignment Acting Pay Policy or Out-of-Class Pay.

6. REPORTS / DISCUSSION

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

A. 2026 General Assembly & Leadership Address Debrief

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

B. Housing Affordability in Western Riverside County

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

C. Legislative Update: Townsend Public Affairs

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

D. 2026 Agency Accomplishments and Work Plan

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

7. REPORT FROM THE EXECUTIVE COMMITTEE CHAIR

Jacque Casillas, City of Corona

8. REPORT FROM THE INTERIM EXECUTIVE DIRECTOR

Chris Gray

9. ITEMS FOR FUTURE AGENDAS

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

10. GENERAL ANNOUNCEMENTS

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

11. NEXT MEETING

The next Executive Committee meeting is scheduled for Monday, August 3, 2026, at 2:00 p.m., in the County of Riverside Administrative Center, 4080 Lemon Street, 1st Floor, Board Chambers, Riverside.

12. ADJOURNMENT

WRCOG Executive Committee

Action Minutes

1. CALL TO ORDER

The meeting of the WRCOG Executive Committee was called to order by Chair Brenda Dennstedt at 2:21 p.m., on Monday, June 1, 2026, at the Riverside County Administrative Center, 1st Floor Board Chambers.

2. PLEDGE OF ALLEGIANCE

Julian Brambila, WRCOG Management Analyst, led Committee members and guests in the Pledge of Allegiance.

3. ROLL CALL

- City of Banning - Sheri Flynn
- City of Beaumont - Mike Lara
- City of Calimesa - Eric Cundieff
- City of Canyon Lake - Mark Terry
- City of Corona - Jacque Casillas
- City of Eastvale - Christian Dinco
- City of Hemet - Connie Howard-Clark
- City of Jurupa Valley - Chris Barajas
- City of Lake Elsinore - Brian Tisdale
- City of Menifee - Bob Karwin
- City of Moreno Valley - Elena Baca-Santa Cruz
- City of Murrieta - Ron Holiday
- City of Norco - Kevin Bash
- City of Perris - Michael Vargas
- City of Riverside - Chuck Conder
- City of San Jacinto - Crystal Ruiz
- City of Temecula - Stew Stewart
- County of Riverside, District 2 - Karen Spiegel
- County of Riverside, District 3 - Chuck Washington
- County of Riverside, District 5 - Yxstian Gutierrez
- Eastern Municipal Water District (EMWD) - David Slawson
- Western Water - Brenda Dennstedt

Absent:

- City of Wildomar
- County of Riverside, District 1
- Riverside Co. Sup. of Schools

4. PUBLIC COMMENTS

There were no Public Comments.

5. SPECIAL PRESENTATIONS

1. The City of Corona and Darcy Kuenzi from the County of Riverside Watershed Protection Program were recognized for their participation and support in launching the Love Your Neighborhood Program (LYN). Mrs. Kuenzi was also congratulated and recognized for her upcoming retirement.
2. Recognized staff milestones: Chris Gray, Andrew Ruiz, and Chris Tzeng for 10 years of service, and Farzad Habibi, Mei Wu, and Gia Chavez for 5 years of service.

6. CONSENT CALENDAR

RESULT:	APPROVED AS RECOMMENDED
MOVER:	Perris
SECONDER:	Jurupa Valley
AYES:	Banning, Beaumont, Calimesa, Canyon Lake, Corona, Eastvale, Hemet, Jurupa Valley, Lake Elsinore, Menifee, Moreno Valley, Murrieta, Norco, Perris, Riverside, San Jacinto, Temecula, Dist. 2, Dist. 3, Dist. 5, EMWD, Western Water. The Water Districts do not vote on TUMF matters.

A. Action Minutes from the May 4, 2026, Joint Meeting of the WRCOG Executive Committee and Supporting Foundation Board of Directors

Action:

1. Approved the Action Minutes from the May 4, 2026, joint meeting of the WRCOG Executive Committee and Supporting Foundation Board of Directors.

B. WRCOG Committees and Agency Activities Update

Action:

1. Received and filed.

C. Report out of WRCOG Representatives on Various Committees

Action:

1. Received and filed.

D. I-REN Monthly Activities Update

Action:

1. Received and filed.

E. Request to Authorize Annual Levy Assessments Related to WRCOG PACE Programs

Actions:

1. Adopted Resolution Number 08-26; A Resolution of the Executive Committee of the Western Riverside Council of Governments making certain representations and authorizing the placement of assessments on the tax roll in various counties.
2. Adopted Resolution Number 09-26; A Resolution of the Executive Committee of the Western Riverside Council of Governments making certain representations and authorizing the placement of assessments on the tax roll in Amador County.
3. Adopted Resolution Number 10-26; A Resolution of the Executive Committee of the Western Riverside Council of Governments making certain representations and authorizing the placement of assessments on the tax roll in Butte County and certifying to Butte County the validity of the legal process used to place direct charges on the secured tax roll.
4. Adopted Resolution Number 11-26; A Resolution of the Executive Committee of the Western Riverside Council of Governments making certain representations and authorizing the placement of assessments on the tax roll in the Glenn County.
5. Adopted Resolution Number 12-26; A Resolution of the Executive Committee of the Western Riverside Council of Governments making certain representations and authorizing the placement of assessments on the tax roll in Humboldt County.
6. Adopted Resolution Number 13-26; A Resolution of the Executive Committee of the Western Riverside Council of Governments making certain representations and authorizing the placement of assessments on the tax roll in Kern County.
7. Adopted Resolution Number 14-26; A Resolution of the Executive Committee of the Western Riverside Council of Governments making certain representations and authorizing the placement of assessments on the tax roll in Madera County.
8. Adopted Resolution Number 15-26; A Resolution of the Executive Committee of the Western Riverside Council of Governments making certain representations and authorizing the placement of assessments on the tax roll in Mendocino County.
9. Adopted Resolution Number 16-26; A Resolution of the Executive Committee of the Western Riverside Council of Governments making certain representations and authorizing the placement of assessments on the tax roll in Merced County.
10. Adopted Resolution Number 17-26; A Resolution of the Executive Committee of the Western Riverside Council of Governments certifying compliance with State law with respect to the levying of special assessments in Monterey County.
11. Adopted Resolution Number 18-26; A Resolution of the Executive Committee of the Western Riverside Council of Governments making certain representations and authorizing the placement of assessments on the tax roll in Nevada County.
12. Adopted Resolution Number 19-26; A Resolution of the Executive Committee of the Western Riverside Council of Governments making certain representations and authorizing the placement of assessments on the tax roll in San Mateo County.
13. Adopted Resolution Number 20-26; A Resolution of the Executive Committee of the Western Riverside Council of Governments making certain representations and authorizing the placement of assessments on the tax roll in Sutter County and certifying to the County of Sutter the validity of the legal process used to place direct charges on the secured tax roll.
14. Adopted Resolution Number 21-26; A Resolution of the Executive Committee of the Western Riverside Council of Governments making certain determinations with respect to the placement of assessments on the tax roll in Ventura County.
15. Adopted Resolution Number 22-26; A Resolution of the Executive Committee of the Western Riverside Council of Governments making certain representations and authorizing the placement of assessments on the tax roll in Yolo County.
16. Adopted Resolution Number 23-26; A Resolution of the Executive Committee of the Western

Riverside Council of Governments making certain representations and authorizing the placement of assessments on the tax roll in Yuba County.

F. Approval of the Fiscal Year 2026/2027 TUMF Northwest and Southwest Zones' 5-Year Transportation Improvement Programs

Actions:

1. Approved the Fiscal Year 2026/2027 TUMF Northwest Zone 5-Year Transportation Improvement Program.
2. Approved the Fiscal Year 2026/2027 TUMF Southwest Zone 5-Year Transportation Improvement Program.

G. Approval of Professional Services Agreement with Fehr & Peers for the Southwest Transportation Study Pilot

Actions:

1. Authorized the Interim Executive Director to execute a Professional Services Agreement between WRCOG and Fehr & Peers for technical assistance to WRCOG on the Southwest Transportation Study Pilot in an amount not-to-exceed \$1,046,020, for a term of the Agreement through December 31, 2027.
2. Authorized legal counsel to make any nonmaterial changes to the Agreement that are deemed necessary for the execution of the Agreement and consistent with the project purpose.

H. Approval of Fiscal Year 2026/2027 Agency Salary Schedule

Action:

1. Adopted Resolution Number 24-26; A Resolution of the Executive Committee of the Western Riverside Council of Governments adopting the Fiscal Year 2026/2027 publicly available Salary Schedule effective July 1, 2026, through June 30, 2027, as required by the California Public Employees' Retirement System.

7. REPORTS / DISCUSSION

A. Nominations for Executive Committee Chair, Vice-Chair, and 2nd Vice-Chair Positions for Fiscal Year 2026/2027

Action:

1. Nominated Jacque Casillas, City of Corona, Mike Lara, City of Beaumont, and Christian Dinco, City of Eastvale, to serve as WRCOG Chair, Vice-Chair, and 2nd Vice-Chair, respectively, for Fiscal Year 2026/2027, for consideration of approval by the General Assembly at its June 18, 2026, meeting.

RESULT:	APPROVED AS RECOMMENDED
MOVER:	Western Water
SECONDER:	San Jacinto

AYES:	Banning, Beaumont, Calimesa, Canyon Lake, Corona, Eastvale, Hemet, Jurupa Valley, Lake Elsinore, Menifee, Moreno Valley, Murrieta, Norco, Perris, Riverside, San Jacinto, Temecula, Dist. 2, Dist. 3, Dist. 5, EMWD, Western Water
--------------	--

B. Fiscal Year 2026/2027 Agency Budget

Action:

1. Recommended that the General Assembly Adopt Resolution Number 03-26; A Resolution of the General Assembly of the Western Riverside Council of Governments Adopting the Fiscal Year 2026/2027 Agency Budget.

RESULT:	APPROVED AS RECOMMENDED
MOVER:	Perris
SECONDER:	Jurupa Valley
AYES:	Banning, Beaumont, Calimesa, Canyon Lake, Corona, Eastvale, Hemet, Jurupa Valley, Lake Elsinore, Menifee, Moreno Valley, Murrieta, Norco, Perris, Riverside, San Jacinto, Temecula, Dist. 2, Dist. 3, Dist. 5, EMWD, Western Water

C. Updated Personnel Policies Related to Employee Leave Benefits; Electronic Communication, Internet, Email, and Mobile Devices; and Employee Expense and Reimbursement

Action:

1. Approved the following updated policies:
 - Employee Leave Benefits - Other Statutory Leaves;
 - Electronic Communication, Internet, Email, and Mobile Devices;
 - Overtime and Management Leave; and
 - Training, Travel, Per Diem, Reimbursable Expenses, Credit Cards.

RESULT:	APPROVED AS RECOMMENDED
MOVER:	Moreno Valley
SECONDER:	Perris
AYES:	Banning, Beaumont, Calimesa, Canyon Lake, Corona, Eastvale, Hemet, Jurupa Valley, Lake Elsinore, Menifee, Moreno Valley, Murrieta, Norco, Perris, Riverside, San Jacinto, Temecula, Dist. 2, Dist. 3, Dist. 5, EMWD, Western Water

D. Annual C-PACE Program Bond Capacity Review

Action:

1. Adopted Resolution Number 02-26; A Resolution of the Executive Committee of the Western Riverside Council of Governments increasing the maximum bond authorization for Greenworks PACE Program and making certain required disclosures.

RESULT:	APPROVED AS RECOMMENDED
MOVER:	Perris
SECONDER:	Murrieta

AYES:	Banning, Beaumont, Calimesa, Canyon Lake, Corona, Eastvale, Hemet, Jurupa Valley, Lake Elsinore, Menifee, Moreno Valley, Murrieta, Norco, Perris, Riverside, San Jacinto, Temecula, Dist. 2, Dist. 3, Dist. 5, EMWD, Western Water
--------------	--

8. REPORT FROM THE TECHNICAL ADVISORY COMMITTEE (TAC) CHAIR

TAC Chair Craig Miller reported that the TAC met on May 21, 2026. Staff presented TUMF Administration Plan updates intended to improve the overall financial stability, and reduction of programming risk for TIP projects. There was a fee comparison analysis evaluating development impact fees across Riverside County, including how the fees vary by land use and how they relate to total development costs. Finally, there was a report on a short-term, implementation-oriented transportation study, prioritizing the idea of, "build what you can, when you can with what you can, with what you have," rather than relying on long-range build out planning; WRCOG has launched pilot studies in the Pass and Southwest TUMF Zones to assist this.

Chair Dennstedt thanked Mr. Miller for his representation of Western Water as TAC Chair over the past year.

9. REPORT FROM COMMITTEE REPRESENTATIVES

There were no reports from Committee representatives.

10. REPORT FROM THE EXECUTIVE COMMITTEE CHAIR

Chair Dennstedt thanked the Committee and expressed that it has been an honor to represent the Committee. Chair Dennstedt thanked her colleagues on the leadership Committees for their steadfastness in the process. Finally, Chair Dennstedt thanked Chris Gray for stepping in as the Interim Executive Director.

11. REPORT FROM THE INTERIM EXECUTIVE DIRECTOR

Chris Gray introduced WRCOG's first full-time Human Resources Manager, Ms. Liz Marin. Mr. Gray reminded the Committee that each City / County / Board member in every member agency's elected body are WRCOG General Assembly voting members, and would like to have as many of them present as possible. If anyone has questions about registration, please reach out to Janis Leonard or Bonnie Woodrome. Finally, Mr. Gray introduced his daughter, Sarah Gray, who is graduating from Santiago High School tomorrow, and will be studying architecture at the University of New Mexico.

12. ITEMS FOR FUTURE AGENDAS

There were no items for future agendas.

13. GENERAL ANNOUNCEMENTS

There were no general announcements.

14. NEXT MEETING

The next Executive Committee meeting is scheduled for Friday, June 19, 2026, at 10:00 a.m., at Pechanga Resort Casino, East Ballroom, 45000 Temecula Parkway, Temecula.

15. ADJOURNMENT

The meeting was adjourned at 3:10 p.m.



Western Riverside Council of Governments WRCOG Executive Committee

Staff Report

Subject: Approval of Updated Personnel Policy Related to Salary Review and Administration: Temporary / Interim Assignment Acting Pay or Out-of-Class Pay

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

Date: June 19, 2026

Recommended Action(s):

1. Approve the Salary Review and Administration: Temporary / Interim Assignment Acting Pay Policy or Out-of-Class Pay.

Summary:

This item addresses a proposed Personnel Policy establishing formal procedures for temporary / interim assignment acting pay or out-of-class pay for employees temporarily assigned to higher-level duties. The proposed Policy establishes eligibility criteria, approval requirements, compensation parameters, and assignment duration limitations to promote consistency, internal equity, operational continuity, and compliance with applicable legal and CalPERS requirements.

Purpose / WRCOG 2022-2027 Strategic Plan Goal:

This item aligns with WRCOG's 2022–2027 Strategic Plan Goal #7 (Provide a safe, inclusive environment that values employees) by establishing a clear and consistent framework for temporary / interim assignments and related compensation when employees assume higher-level responsibilities. These Policy enhancements are intended to foster a workplace culture of integrity, accountability, and respect, and to ensure employees are supported through clear and equitable compensation and administrative practices. The recommended action directly contributes to a positive organizational climate and reinforces WRCOG's commitment to employee well-being, operational continuity, and organizational effectiveness.

Discussion:

Background

WRCOG staff are currently engaged in a comprehensive review and update of Agency personnel policies and procedures since the last update in August 2021. The elements of this process include:

- Initial review by WRCOG's on-call HR Consultant (MRG), and
- Staff review of the policies.

There are a total of approximately 80 policies that require some type of review and update. As part of this process, policies have been prioritized based on legal compliance, operational need, fiscal considerations, and administrative clarity.

During the policy review process, staff identified the need to establish a formal policy regarding governing temporary / interim assignment acting pay or out-of-class pay. While WRCOG currently maintains provisions related to position reclassification, no formal policy currently exists to address temporary assignments in which employees assume higher-level responsibilities outside of their regular classification.

To address this operational need, staff worked with WRCOG's HR Consultant to develop a standalone Temporary / Interim Assignment Acting Pay or Out-of-Class Pay Policy intended to establish clear eligibility criteria, approval procedures, compensation parameters, and assignment duration limitations.

Present Situation

The proposed Personnel Policy introduces a formal framework for temporary assignments involving employees who assume higher-level responsibilities outside of their regular classification. The Policy is intended to provide clear administrative guidance regarding eligibility, approval requirements, compensation parameters, and assignment duration limitations to ensure consistency, internal equity, and operational continuity when temporary staffing needs arise.

Temporary / Interim Assignment Acting Pay or Out-of-Class Pay Policy: This proposed Policy establishes formal procedures for compensating employees who temporarily assume significant responsibilities of a higher-level classification due to a vacancy, leave of absence, or other operational need. The Policy establishes eligibility requirements for acting pay when employees temporarily perform higher-level duties for a defined eligibility period. The Policy also establishes approval requirements involving Department Head recommendation, Human Resources concurrence, and Executive Director approval to ensure consistency in administration and oversight.

The proposed Policy establishes a fixed temporary compensation differential of 10% during the assignment period and includes assignment duration limitations intended to support operational continuity and timely recruitment efforts, when applicable. In addition, the Policy clarifies that employee performance evaluations will remain based on the employee's regular classification and salary grade rather than the temporary assignment.

The proposed Policy is intended to support equitable compensation practices, maintain operational effectiveness, and establish a consistent framework for temporary higher-level assignments across the Agency.

Prior Action(s):

None.

Financial Summary:

The proposed personnel policy is not anticipated to result in a material impact to WRCOG's adopted

budget. Temporary / Interim Assignment Acting Pay or Out-of-Class Pay is intended to address short-term operational needs and will be utilized only when necessary to maintain continuity of operations during temporary vacancies or employee absences.

Any costs associated with temporary / interim assignment acting pay or out-of-class pay are anticipated to be absorbed within existing departmental budgets. The Policy also promotes greater fiscal consistency by establishing standardized approval criteria and compensation limitations for temporary assignments.

Attachment(s):

[Attachment 1 - WRCOG Salary Review and Administration Policy.pdf](#)



Western Riverside Council of Governments

X.X SALARY REVIEW AND ADMINISTRATION: TEMPORARY/INTERIM ASSIGNMENT ACTING PAY OR OUT-OF-CLASS PAY

1. PURPOSE

The purpose of this Policy is to establish and provide guidance on WRCOG's compensation plan.

To attract, develop, and retain qualified employees, WRCOG will strive to maintain a total compensation plan that includes competitive salaries and benefits, ensures internal equity, and external competitiveness, is fiscally responsible and follows the principles of Employer of Choice.

2. POLICY

Temporary/Interim Assignment Acting Pay or Out-of-Class Pay

When an employee is acting in a temporary vacant position or one which has no regularly assigned incumbent, or when an employee assumes significant responsibilities of a job classification at a higher salary grade, where the assignment will last a minimum of thirty (30) days, the employee shall be eligible for temporary/interim assignment acting pay or out-of-class pay for assuming the higher-level job classification.

- Temporary/interim assignment acting pay or out-of-class pay shall be a ten (10) percent increase to the employee's base salary during the term of the assignment, as set forth in WRCOG's adopted salary schedule.
- All requests to receive temporary/interim assignment acting pay or out-of-class pay shall be submitted and approved in writing prior to the start of the assignment, recommended by the Department Head, concurred by Human Resources, and approved by the Executive Director.
- The temporary salary increase and assignment shall remain in effect for a period not to exceed six (6) months.
- An open, competitive recruitment may be conducted for vacant positions, when applicable.
- Performance appraisals shall be based on the salary grade of the employee's current job classification, not the temporary acting assignment or out-of-class duties.

3. APPLICABILITY

This Policy applies to all regular full-time employees.

4. DISSEMINATION OF POLICY

All employees shall receive a copy of this Policy when they are hired. The Policy may be updated from time to time and redistributed with a form for the employee to sign and return acknowledging that the employee has received, read, and understands this policy

5. REFERENCES

2 CCR § 571(a)(2) Title 2, California Code of Regulations, Section 571(a)(2), which governs "Out-of-Class" pay as reportable special compensation for CalPERS purposes.

6. ACTION

This policy is effective June 19, 2026.

DRAFT



Western Riverside Council of Governments WRCOG Executive Committee

Staff Report

Subject: 2026 General Assembly & Leadership Address Debrief
Contact: Bonnie Woodrome, Manager, Communications and External Affairs,
bwoodrome@wrcog.us, (951) 405-6752
Date: June 19, 2026

Recommended Action(s):

1. Receive and file.

Summary:

The Executive Committee will receive a debrief of the 2026 General Assembly & Leadership Address. Staff is seeking feedback on the overall event experience, opportunities for improvement, and suggestions for future keynote speakers and program content to help guide planning for future General Assembly events.

Purpose / WRCOG 2022-2027 Strategic Plan Goal:

The purpose of this item is to debrief the 2026 General Assembly & Leadership Address and receive feedback from the Committee. This item aligns with WRCOG's 2022-2027 Strategic Plan Goal #4 (Communicate proactively about the role and activities of the Council of Governments).

Discussion:

Background

The 2026 General Assembly & Leadership Address was held on June 18, 2026, at Pechanga Resort Casino and brought together elected officials, agency staff, community leaders, business representatives, and regional partners from across western Riverside County and beyond. As WRCOG's premier annual event, the General Assembly & Leadership Address serves as an opportunity to celebrate regional accomplishments, recognize outstanding public service, foster collaboration among member agencies, and engage attendees with keynote presentations.

Staff will provide a brief summary of event outcomes, including attendance statistics, sponsorship participation, and event highlights.

Present Situation

The General Assembly & Leadership Address continues to evolve to meet the interests of attendees while balancing fiscal responsibility and providing a meaningful experience for member agencies, sponsors, and guests. As planning begins for 2027, staff is seeking feedback from the Executive Committee regarding the overall event experience.

Specifically, staff requests input on:

- Elements of the event that were particularly successful.
- Opportunities for improvement.
- Feedback regarding the keynote speaker and other program components.
- Suggestions for future keynote speakers, presenters, or topics of interest that would appeal to WRCOG's diverse audience of local government leaders and stakeholders.

Committee feedback will help guide planning efforts for future General Assembly & Leadership Address events and ensure the program continues to provide value to member agencies while supporting WRCOG's mission of regional collaboration and leadership.

Prior Action(s):

None.

Financial Summary:

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

Attachment(s):

None.



Western Riverside Council of Governments WRCOG Executive Committee

Staff Report

Subject: Housing Affordability in Western Riverside County
Contact: Matthew Burris, Burris Planning Group, matthew@burrisplanninggroup.com, (909) 260-7015
Date: June 19, 2026

Recommended Action(s):

1. Receive and file.

Summary:

Matthew Burris from Burris Planning Group will present an overview of housing affordability trends and market conditions in western Riverside County. The presenter will also discuss potential solutions that WRCOG member agencies can take to improve housing in their jurisdictions.

Purpose / WRCOG 2022-2027 Strategic Plan Goal:

The purpose of this item is to provide an overview of housing in the subregion and options that member agencies can take to further housing development. This effort aligns with WRCOG's 2022-2027 Strategic Plan Goal #5 (Develop projects and programs that improve infrastructure and sustainable development in our subregion).

Discussion:

Background

Housing affordability has been a recurring topic before the WRCOG Planning Directors Committee. WRCOG has previously supported member agencies with housing matters through tools such as the Objective Design Standards Toolkit, the Housing Implementation Toolkit (HIT) and the SB 9 Toolkit.

This presentation looks at the big picture when it comes to housing in western Riverside County and aims to provide potential solutions at the local level.

Present Situation

Matthew Burris will discuss the current state of housing affordability in western Riverside County. Housing costs in the subregion have risen significantly faster than household incomes, with a household income of over \$165,000 needed to purchase a median-priced home in Riverside County, well above the

median household income of \$93,172. Residential development in the WRCOG subregion has slowed considerably, with only approximately 1,991 new units produced in Fiscal Year 2025/2026 compared to 5,616 units the prior fiscal year.

The discussion will provide an overview of the gap between median household income and the income required to afford housing, active rental, and for sale listing prices over time, development trends in the subregion as reflected in TUMF data, and the escalating burden of local infrastructure fees.

The presentation concludes by identifying potential local level solutions that WRCOG member agencies can take to improve their housing stock.

Prior Action(s):

None.

Financial Summary:

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

Attachment(s):

None.



Western Riverside Council of Governments WRCOG Executive Committee

Staff Report

Subject: Legislative Update: Townsend Public Affairs
Contact: Bonnie Woodrome, Manager, Communications and External Affairs,
bwoodrome@wrcog.us, (951) 405-6752
Date: June 19, 2026

Recommended Action(s):

1. Receive and file.

Summary:

Elisa Arcidiacono of Townsend Public Affairs, Inc. will present an update of recent legislative developments and budget updates at the State level.

Purpose / WRCOG 2022-2027 Strategic Plan Goal:

The purpose of this item is to provide an update of the recent developments at the state level that may impact the WRCOG region. This item aligns with WRCOG's 2022- 2027 Strategic Plan Goal #1 (Serve as an advocate at the regional, state, and federal level for the Western Riverside subregion).

Discussion:

Background

In May 2026, WRCOG retained services from Townsend Public Affairs (TPA) to assist with state legislative matters. With TPA's assistance, WRCOG seeks to have a stronger presence in Sacramento and address concerns of our subregion.

Present Situation

TPA representative Elisa Arcidiacono will provide a legislative update on current activities in Sacramento, including the status of key policy discussions, budget considerations, and emerging legislative issues that may impact local governments and regional agencies. With the direction of the Advocacy Ad Hoc Committee, staff will continue coordinating with TPA to monitor legislation and advocate for WRCOG's legislative priorities and the interests of its member agencies.

Prior Action(s):

None.

Financial Summary:

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

Attachment(s):

None.



Western Riverside Council of Governments WRCOG Executive Committee

Staff Report

Subject: 2026 Agency Accomplishments and Work Plan
Contact: Christopher Gray, Interim Executive Director, cgray@wrcog.us, (951) 405-6710
Date: June 19, 2026

Recommended Action(s):

1. Receive and file.

Summary:

This Staff Report documents key agency accomplishments during the first six months of 2026, including administrative and programmatic items. Additionally, the Report presents key work efforts for the remaining six months of 2026. These key efforts will include an update of the Strategic Plan, a potential Bylaws update, continuing update of personnel and fiscal policies, and advocacy efforts. Many of these forthcoming efforts will require support from various Ad Hoc Committees and all of these efforts will be brought to the Executive Committee prior to implementation.

Purpose / WRCOG 2022-2027 Strategic Plan Goal:

The purpose of this item is to provide an update on Agency accomplishments over the past six months and also to present key WRCOG work efforts for the remainder of 2026. This item supports WRCOG's 2022-2027 Strategic Plan Goal #4 (Communicate proactively about the role and activities of the Council of Governments).

Discussion:

Six-Month Accomplishments

Attachment 1 provides an overview of major agency accomplishments since December 2025. Key accomplishments were related to the following items:

- General Assembly Revenue
- HR / Personnel Policy Update
- I-REN Operations
- Building Finances
- WRCOG Events
- AB 2307
- External Outreach / Stakeholder Relations

- Lobbying / Advocacy
- Agency Transparency
- Agency Awards

Six-Month Work Plan

Attachment 2 provides an overview of major WRCOG efforts that are anticipated to occur from July to December 2026. Some of these efforts include:

- Personnel Policies update
- Fiscal policy update
- Bylaws update
- Strategic Plan update
- Sacramento lobbying trip
- Legislative Platform update
- Planning for the 2027 & 2028 General Assembly events
- C-PACE future direction
- Classification & Compensation Study

As noted in Attachment 2, many of these efforts will require assistance from various Ad Hoc Committees. Ad Hoc Committees which were active in FY 2025/2026 include:

- Policy Ad Hoc Committee
- Advocacy Ad Hoc Committee
- General Assembly Ad Hoc Committee
- PACE Ad Hoc Committee

As a reminder, Ad Hoc Committee appointments are at the discretion of the Executive Committee Chair. Therefore, if the Chair determines that there is a need for one or more Ad Hoc Committees for the 2026/2027 Fiscal Year, the Chair is responsible for selecting and appointing those individuals. Per the WRCOG Bylaws, any Ad Hoc Committee must be made up of Executive Committee members and serve only for the designated time period, which can include a portion of or the entire Fiscal Year. At their sole discretion, the Chair can reappoint members who previously served on the various Ad Hoc Committees or appoint new members. The Chair also has the discretion to establish new Ad Hoc Committees or discontinue one or more of the previous Ad Hoc Committees.

Attachment 3 provides a list of the various Ad Hoc Committees that met during the 2025/2026 Fiscal Year and their respective members.

The Bylaws have a requirement that the Executive Committee review them every four years and the last review was in 2021; therefore a review is required. The WRCOG Strategic Plan was formally adopted in 2022 and was intended to be a 5-year Strategic Plan. Therefore, WRCOG is also due for a comprehensive review and update of the Strategic Plan. A copy of the Bylaws is provided as Attachment 4 and the most recent version of the Strategic Plan is provided as Attachment 5.

In addition to the various Ad Hoc Committees, the Chair also has the responsibility of selecting members of the Administration & Finance Committee. According to the WRCOG Bylaws, the responsibilities of the Administration & Finance Committee include the following:

- Review recommendations on WRCOG programs prior to consideration by the Executive Committee;
- Provide advice to the Executive Committee as needed;
- Approve contracts up to \$200,000 when the contract requires execution prior to the next Executive Committee meeting; and
- Selection, oversight, and termination of the WRCOG Executive Director.

Similar to Ad Hoc Committees, Administration & Finance Committee members are appointed by the Chair for one-year terms. The one caveat is that the Bylaws do specify certain requirements for the Administration & Finance Committee membership as described below.

- Executive Committee Chair
- Executive Committee Vice-Chair
- Executive Committee Second Vice-Chair
- Executive Committee Past Chair
- 2 County Supervisors
- 1 Water District Representative
- Additional at-large members, keeping geographical balance in mind.

The Administration & Finance Committee is limited to a total of 11 Executive Committee members, subject to the requirements above. The Fiscal Year 2025/2026 Administration & Finance Committee members were as follows:

- Chair: Brenda Dennstedt (and Water District Representative)
- Vice-Chair: Jacque Casillas
- 2nd Vice-Chair: Mike Lara
- Past Chair: Chris Barajas
- County Supervisor #1: Karen Spiegel
- At-large #1: Kevin Bash
- At-large #2: Brian Tisdale
- At-large #3: Christian Dinco
- At-large #4: Bob Karwin
- At-large #5: Chuck Condor

For Fiscal Year 2026/2027, the following positions have already been filled:

- Chair: Jacque Casillas
- Vice-Chair: Mike Lara
- 2nd Vice-Chair: Christian Dinco
- Past Chair: Brenda Dennstedt (and Water District Representative)
- County Supervisor #1: Karen Spiegel.

Therefore, the Chair can appoint six members, one of which must be a County Supervisor.

To facilitate the process by which Executive Committee members can volunteer for either an Ad Hoc Committee and/or the Administration & Finance Committee, WRCOG staff has developed an interest

form which will be emailed to all members subsequent to this Executive Committee meeting. Any member interested in any of these potential appointments should return this form to Janis Leonard at jleonard@wrcog.us **no later than July 20, 2026**. **Please fill out this form even if you are an existing member of any Committee to indicate your continued interest in that committee.**

Prior Action(s):

None.

Financial Summary:

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

Attachment(s):

[Attachment 1 - Agency accomplishments.pdf](#)

[Attachment 2 - 6-month work plan.pdf](#)

[Attachment 3 - Ad Hoc Committee members.pdf](#)

[Attachment 4 - WRCOG Bylaws as of January 9, 2026.pdf](#)

[Attachment 5 - Strategic Plan 2022-2027.pdf](#)

Attachment

Agency Accomplishments
December 2025 – June 2026

Major WRCOG Accomplishments (December 2025 to June 2026)

Accomplishments	Description	Strategic Plan Goal
General Assembly Revenue	Highest GA revenues including sponsorships, in-kind donations, and ticket sales in the history of the event (over \$400K).	3 (Fiscal Stability) 4 (Communicate Proactively)
HR / Personnel Policy Update	Resolved outstanding leave balance issues, updated Key Personnel Policies, and hired first HR Manager.	3 (Fiscal Stability) 7 (Safe Inclusive Environment)
I-REN Operations	Filled 3 positions that were approved 2 years ago but never filled; reallocated existing staff so that 2 Program Managers are now working on I-REN full-time.	3 (Fiscal Stability) 6 (Sustainability)
Building Revenue	Secured tenant with 7-Year Lease (+\$200K in annual revenue); started construction on permanent 2nd floor space.	3 (Fiscal Stability)
WRCOG Events	Sustainability Summit (260 attendees) and Woman's Day Event (200 attendees).	4 (Communicate Proactively)
AB 2307	Worked with southwest cities to develop and introduce legislation to support a regional effort to work with Caltrans to address regional traffic congestion.	1 (Advocacy) 5 (Infrastructure)
External Outreach / Stakeholder Relations	Riverside Monday Morning Group; San Bernardino City/County Conference; Murrieta/Wildomar Chamber; Portero Groundbreaking; Sun Lakes Boulevard Groundbreaking; I-15 Smart Freeways Ribbon Cutting; Congressional Meeting Regarding Housing Affordability.	4 (Communicate Proactively)
Lobbying/Advocacy	Retained TPA to support WRCOG's overall lobbying efforts on behalf of member agencies.	1 (Advocacy)
Agency Transparency	Actively communicated with staff regarding personnel policies and leave reconciliation; conducted regular staff meetings and internal outreach; better communication regarding activities of Executive Director.	7 (Safe Inclusive Environment)
Agency Awards	CalCOG I-REN, OPENGOV, and Best Work Places.	4 (Communicate Proactively)

Attachment

6-Month Work Plan

Major WRCOG Work Efforts (July 2026 to December 2026)

Task	Description	Estimated Time Frame	Ad Hoc	Strategic Plan Goal #
Personnel Policy Update	Complete the update of all personnel policies. Major remaining policies include any efforts related to pay, benefits, and remote work. Majority of remaining policies will require nominal review and input.	July 2026 to December 2026	Policy Ad Hoc	3 (Fiscal Stability) 7 (Safe Inclusive Environment)
Fiscal Policy Update	Review and update all fiscal policies as applicable. Review with WRCOG FDC to gain input and evaluate potential changes.	July 2026 to November 2026	Policy Ad Hoc	3 (Fiscal Stability)
By-Laws Update	Review and potential update of WRCOG By-Laws. Any changes would be implemented following adoption.	August 2026 to December 2026	N/A	All
Strategic Plan Update	WRCOG Strategic Plan as developed in 2022. It is due for a comprehensive update. Update will require input from EC members, partner agencies, and other stakeholders. Process will include interviews and structured meetings to update elements of the document.	September 2026 to January 2027	N/A	All
Sacramento Lobbying Trip	Staff will work with TPA to prepare a legislative day. Advocacy Committee will need to identify key issues of concern and goals of any outreach efforts. This effort might be focused on specific legislation or more generalized outreach. Preparation should begin later this year to prepare for a lobbying trip in early Spring 2027.	January / February 2027	Advocacy Ad Hoc	1 (Advocacy)
Update Legislative Platform	Legislative platform should be reviewed and updated prior to adoption by Executive Committee. Should occur in conjunction with any lobbying efforts and update of the Strategic Plan.	September 2026 to November 2026	Advocacy Ad Hoc	1 (Advocacy)
2027-2028 General Assembly Planning	Work should begin immediately to secure speaker for 2027 GA and determine location for 2028 GA. Any structural changes to the event should be addressed as well to ensure the long-term fiscal sustainability of the event.	July 2026 to October 2026	GA Ad Hoc	4 (Communicate Proactively)
C-PACE Future Direction	WRCOG has been approached by several entities that wish to participate in the C-PACE program. C-PACE is due for a comprehensive evaluation to determine appropriate level of effort, staffing, etc. to balance revenue vs. risk.	August 2026 to November 2026	PACE Ad Hoc	3 (Fiscal Stability) 5 (Sustainability)
Class & Comp Study	WRCOG is due for a comprehensive Classification & Compensation Study.	July 2026 to December 2026	Policy Ad Hoc	3 (Fiscal Stability) 7 (Safe Inclusive Environment)

Attachment

Ad Hoc Committees and
representatives

Advocacy Ad Hoc Committee

Current representative	Jurisdiction
Brian Tisdale	Lake Elsinore
Crystal Ruiz	San Jacinto
Chris Barajas	Jurupa Valley
Kevin Bash	Norco

General Assembly Ad Hoc Committee

Current representative	Jurisdiction
Connie Howard-Clark	Hemet
Chuck Conder	Riverside
Jacque Casillas	Corona
Lori Stone	Murrieta

PACE Legal Ad Hoc Committee

Current representative	Jurisdiction
Christian Dinco	Eastvale
Stew Stewart	Temecula
Joseph Morabito	Wildomar

Policy Ad Hoc Committee

Current representative	Jurisdiction
Mike Lara, Chair	Beaumont
Mark Terry	Canyon Lake
Brian Tisdale	Lake Elsinore
Bob Karwin	Menifee
Christian Dinco	Eastvale

Attachment

WRCOG Bylaws as of
January 9, 2026

**BY-LAWS
FOR THE
WESTERN RIVERSIDE COUNCIL OF GOVERNMENTS**

ARTICLE I

SECTION 1.

These Bylaws are provided for the organization and administration of the Western Riverside Council of Governments which has been established under a Joint Powers Agreement (“JPA”). These Bylaws supplement the Agreement. Capitalized terms shall have the same meaning as set forth in the JPA. In the event that the Bylaws conflicts with the JPA, the JPA shall control.

**ARTICLE II
GENERAL ASSEMBLY**

SECTION 1. MEETINGS

- A. Annual Meeting. The annual General Assembly shall meet in June. The locations and times of these meetings shall be determined by the Executive Committee.
- B. Special Meetings. Special meetings of the General Assembly may be called by the Chair, or in his or her absence by the Vice-Chair, or in the absence of the Chair and the Vice-Chair, by the Second Vice-Chair, or a majority of the members of the member agencies.

SECTION 2. OFFICERS

- A. Nomination and Election. The General Assembly shall elect, by a majority vote, the Chair, Vice-Chair, and Second Vice-Chair from members of the Executive Committee, provided he or she is first nominated by either the General Assembly or Executive Committee. The election of the Chair, Vice-Chair, and Second Vice-Chair shall be conducted annually by July 1, or as soon thereafter as possible.
- B. Prohibition. The Chair, Vice-Chair, and Second Vice-Chair shall each be representatives from different General Assembly member agencies.
- C. Term. The elected Chair, Vice-Chair, and Second Vice-Chair shall assume office annually on July 1 and each officer shall hold office for one year, or until his or her successor is elected.
- D. Vacancy. Notwithstanding Article II, Section 2.C., if the office of the Chair, Vice-Chair or Second Vice-Chair becomes vacant, the resulting vacancy(s) shall be filled by the Vice-Chair and/or Second Vice-Chair, respectively and a new Second Vice-Chair shall be selected as set forth in Article II, Section 2.A. Notwithstanding the foregoing, the Executive Committee may choose to keep the position vacant until the annual selection of the Officers.
- E. Removal. Notwithstanding Article II, Section 2.D., the Executive Committee may remove the Chair, Vice-Chair or Second Vice-Chair by majority vote. The resulting vacancy shall be filled in accordance with Article II, Section 2.D.

- F. Duties of Chair.
1. The Chair shall, if present, preside at all meetings of the General Assembly, Executive Committee, and Administration & Finance Committee and shall exercise and perform such other powers and duties as may be from time to time assigned to him or her by the Executive Committee or as prescribed herein.
 2. In any case in which the execution of a document or the performance of an act is directed by action of the Executive Committee, the Chair, unless the act of the Executive Committee otherwise provides, is empowered to execute such document or perform such act.
 3. At the beginning of the fiscal year, the Chair shall make appointments to the Administration & Finance Committee.
 4. The Chair shall have the power to create and appoint ad hoc committees.
 5. The Chair may call special meetings.
- G. Duties of the Vice-Chair. The Vice-Chair shall perform the duties of the Chair in his or her absence. When so acting, the Vice-Chair shall have all the powers of, and be subject to all the restrictions upon, the Chair.
- H. Duties of Second Vice-Chair. The Second Vice-Chair shall perform the duties of the Chair in the absence of the Chair and the Vice-Chair. When so acting, the Second Vice-Chair shall have all the powers of, and be subject to all the restrictions upon, the Chair.
- I. Past-Chair. In the absence of the Chair, Vice-Chair, and Second Vice-Chair, the Chair of the Previous Year (the "Past Chair") shall perform the duties of the Chair for that meeting only. When so acting, the Past Chair shall have all the powers of, and be subject to all the restrictions upon, the Chair.
- J. Chair Pro Tempore. In the absence of the Chair, Vice-Chair, Second Vice-Chair and the Past Chair, the Executive Director or designee shall open the meeting and the General Assembly, Executive Committee, or Administration & Finance Committee, as applicable, shall choose one of its voting members to chair the meeting for that day only.

SECTION 3. VOTING

- A. In General. Each voting representative of a General Assembly Member Agency shall have one vote as set forth in Section 2.4.1 of the Joint Powers Agreement.
- B. Quorum. The General Assembly shall act only upon a majority of those members present at the meeting. A quorum shall be the majority of the total representatives of each General Assembly Member Agency, provided that a voting representative of a majority of the General Assembly Member Agencies are present.

ARTICLE III **EXECUTIVE COMMITTEE**

SECTION 1. MEMBERSHIP

A. The Executive Committee will be composed of the Mayor from each of the member cities, four members of the Riverside County Board of Supervisors, and the President of each water district. Any City Council, at its discretion, can appoint a Mayor Pro Tem or other city council member in place of the Mayor. Each water district board, at its discretion, can appoint another board member in place of the President. Those members under this Section 1.A shall be referred to herein as “Regular Members.”

B. Each regular member of the Executive Committee shall also have an alternate, who must also be a current member of the legislative body of the member agency such alternate represents. For the Board of Supervisors, the Board of Supervisor’s member not serving under Section A above, shall serve as an alternate to the members of the Board of Supervisors. The name of the alternate members shall be on file with the Secretary of the Executive Committee. During the absence of the regular member from a committee meeting, the alternate member from such agency shall assume all rights and duties of the absent regular member. Those members under this Section 1.B shall be referred to herein as “Alternate Members.”

SECTION 2. OFFICERS

A. Officers and Duties. The officers of the Executive Committee shall be the Chair, Vice-Chair, and Second Vice-Chair of the General Assembly. The Chair, Vice-Chair, and Second Vice-Chair shall perform the same duties set forth in Article II.

B. Absence. If a jurisdiction misses three consecutive regular meetings, said jurisdiction shall be notified of these by the Executive Director.

SECTION 3. MEETINGS

The Executive Committee shall meet in accordance with the meeting schedule adopted by the Executive Committee, as may be revised from time to time.

SECTION 4. QUORUM

The Executive Committee shall act only upon a majority of those members present at the meeting. A quorum shall consist of a majority of the voting members of the Executive Committee.

SECTION 5. VOTING

Each member city present shall have one vote in the Executive Committee, each County Supervisor present shall have one vote, and each member water district present shall have one vote. Only Regular Members present, or Alternates Members acting when the Regular Member is absent, may vote. As set forth in the JPA, the water districts members do not vote on TUMF matters.

SECTION 6. POWERS AND FUNCTIONS

A. To prepare and recommend to the General Assembly a yearly budget for funds and distribution, and to determine the estimated share of contributions from each member agency.

B. To administer, manage, contract for, and handle the financing of the studies, projects and programs.

- C. To exercise the powers of the Joint Powers Agreement between sessions of the General Assembly.
- D. To select and employ an Executive Director who shall be the Chief Administrative Officer of WRCOG and who shall have administrative supervision over all WRCOG employees. The Executive Committee shall establish personnel rules and regulations.
- E. To appoint standing and ad hoc committees.
- F. To establish and operate a business office for WRCOG.
- G. To provide for additional ex-officio, non-voting members, as deemed appropriate for the effective conduct of the business of the organization.

SECTION 7. POLICY REGARDING CONFIDENTIAL INFORMATION DISCLOSED DURING CLOSED SESSIONS

The Executive Committee recognizes that, from time to time, it is vital that members of the Executive Committee divulge certain privileged information obtained in WRCOG closed sessions to their own governing bodies. Thus, WRCOG adopts the policy set forth in Government Code Section 54956.96 which authorizes the disclosure of closed session information that has direct financial liability. Such information can only be disclosed during closed session meetings of the member agency

A. All information received by the legislative body of the member agency in a closed session related to the information presented to WRCOG in closed session shall be confidential. However, a member of the legislative body of a member agency, or his/her duly appointed alternate under the JPA, may disclose information obtained in a closed session that has direct financial or liability implications for that member agency to the following individuals:

- 1. Legal counsel of that member agency for purposes of obtaining advice on whether the matter has direct financial or liability implications for that member agency.
- 2. Other members of the legislative body of the member agency present in a closed session of that member agency, as well as other persons that may be invited to attend the closed session by the member agency's legislative body.

B. The legislative body of the local agency member, upon the advice of its legal counsel, may conduct a closed session in order to receive, discuss, and/or take action concerning information obtained in a closed session of WRCOG pursuant to this Policy.

ARTICLE IV
OTHER COMMITTEES

SECTION 1. TECHNICAL ADVISORY COMMITTEE

- A. Duties. The Technical Advisory Committee (TAC) shall interface with WRCOG staff, review staff reports, consider staff recommendations, provide recommendations to the Executive Committee, and perform such other duties as may be delegated to it.
- B. Meetings. The TAC may meet once a month or as it is deemed necessary.

- C. Membership. The TAC is comprised of an executive from the County of Riverside, the City Manager from each of WRCOG's member cities, the General Manager from each of WRCOG's member water districts, and the Executive Director from the March Joint Powers Authority. A City Manager, Water District General Manager, and Executive Director from the March JPA may appoint an alternate who is a department head of the agency.
- D. Quorum. The TAC shall act only upon a majority of those members present at the meeting. A quorum shall consist of a majority of the members of the TAC. Each representative shall have one vote, except that members of the water districts shall not vote on TUMF matters.

SECTION 2. ADMINISTRATION & FINANCE COMMITTEE

- A. Duties. The Administration & Finance Committee shall provide budget and finance overview for WRCOG, review staff recommendations on WRCOG programs prior to consideration by the Executive Committee, and provide advice on other matters to the Executive Committee as needed. The Administration & Finance Committee shall have the authority (i) to increase the WRCOG budget in any category up to fifteen percent (15%); and (ii) to authorize contracts up to \$200,000 when the contract requires execution prior to the next regularly scheduled Executive Committee meeting.
- B. Meetings. The Administration & Finance Committee may meet once a month or as it is deemed necessary.
- C. Membership. The Administration & Finance Committee shall be composed of the Executive Committee Chair, the Executive Committee Vice-Chair, the Executive Committee Second Vice-Chair, the Past Executive Committee Chair, and seven other members of the Executive Committee selected by the Executive Committee Chair. When selecting members of the Administration & Finance Committee, the Executive Committee Chair is encouraged to consider geographic balance. At least two members of the Board of Supervisors shall be members of the Administration & Finance Committee. At least one member shall be a water district representative.
- D. Quorum and Voting. The Administration & Finance Committee shall act only upon a majority of a quorum. A quorum shall consist of a majority of the members of the Committee. Each member present shall have one vote, except that members representing the water districts shall not vote on TUMF matters.
- E. Term and Removal. Appointments to the Administration & Finance Committee shall be for a one-year term ending on June 30 of the fiscal year (July to June) in which the appointments are made or until new members are appointed. The process set forth below applies should the Chair wish to remove a Board member appointed ("Appointee") during the one-year term of the appointment. The process does not apply to the Chair's decision not to reappoint an Appointee at the end of the Appointee's one-year term.
 - 1. The Chair shall provide Appointee with written notice of the Chair's decision to remove the Appointee from the appointment.
 - 2. The notice shall be provided to Appointee through WRCOG's Executive Director and shall include a brief statement of why removal is sought, which reason may

include, without limitation, three or more consecutive absences of regular committee meetings. The notice shall be delivered to the email address, if any, provided by Appointee as well as by first class mail to the Clerk of the City / County appointing Appointee to the WRCOG Executive Committee and Appointee's mailing address.

3. The removal shall be effective on the 15th day after WRCOG's Executive Director sends notice to Appointee unless Appointee provides notice to the WRCOG Executive Director, prior to the expiration of such 15-day period, of his or her desire to contest the removal.
4. In the event that the removal is contested, the removal shall be stayed and the Executive Director shall schedule an Administration & Finance Committee meeting at which both the Chair and Appointee may present their arguments for and against removal. Based thereon, the Administration & Finance Committee shall either uphold or reject the removal. The decision of the Administration & Finance Committee shall be final.
5. If the removal is not contested or is approved by the Administration & Finance Committee, the Chair may appoint another Executive Committee Regular Member to fill the remainder of the Appointee's term. The appointment of the new member shall comply with the membership requirements set forth in Section C, above. The term of the newly appointed member shall expire on June 30 of the fiscal year in which the appointment is made.

This section 2.E shall only apply to appointments made by the Chair to the seven open seats on the Administration & Finance Committee and not to the four ex- officio members of the Committee.

ARTICLE V
EXECUTIVE DIRECTOR AND GENERAL COUNSEL

SECTION 1. EXECUTIVE DIRECTOR

- A. Duties. The Executive Director shall be responsible for the overall management of WRCOG and has the necessary and full authority to effect this responsibility subject to the Executive Committee's oversight, any policies and directives issued by the Committee, and as called upon pursuant to the WRCOG JPA Agreement. The Executive Director shall be a full-time officer. The appointment and employment of the Executive Director shall be overseen by the Administration & Finance Committee and confirmed by the Executive Committee as set forth in Section B below. In addition to those set forth in the Joint Powers Agreement, the powers and duties of the Executive Director, subject to oversight by the Executive Committee, are:
 1. To administer the personnel system, including contract employees of WRCOG.
 2. To administer all WRCOG contracts, except as set forth in Article V.2.B (General Counsel).
 3. To cause to be prepared by a Certified Public Accountant and to submit to the Executive Committee as soon as practical after the end of each fiscal year a post-audit of the financial transactions and records of WRCOG for the preceding year.

4. To keep the Executive Committee advised as to the needs of WRCOG.
5. To have full charge of the administration of the business affairs of WRCOG., including the review and rejection of claims.
6. To see that all ordinances, rules and regulations, motions, or resolutions are enforced.
7. To accept, on behalf of WRCOG, easements and other property rights and interests.
8. To be responsible for the purchase of all supplies and equipment of WRCOG.
9. To provide for the clerical services required by WRCOG including keeping a book of minutes of all meetings of WRCOG, giving notice of all meetings as may be required by law or action of WRCOG, and perform such other duties as may be prescribed by motion, ordinance, or resolution of WRCOG.
10. To take any or all of the following actions in relation to employees of WRCOG:
 - a) To hire employees at the appropriate salary range as determined by the Executive Committee.
 - b) To promote, transfer, suspend with or without pay, or discharge any employee in accordance with applicable rules and policies
11. To make disbursements of WRCOG funds consistent with the annual budget, as may be amended by the Executive Committee from time to-time. The Executive Director shall have such other duties, powers and responsibilities as may from time to time be assigned by the Executive Committee or General Assembly.
12. To accept grants on behalf of WRCOG.
13. Annually to prepare and present a proposed budget to the Executive Committee and General Assembly.
14. To serve as Secretary of the General Assembly and of the Executive Committee.
15. To attend meetings of the General Assembly, Executive Committee, Administration & Finance Committee, and other standing and ad hoc committees.
16. To perform such other and additional duties as the Executive Committee may require.

B. Selection, Oversight and Termination.

1. Selection.
 - a) Upon a vacancy or expected vacancy of the position of the Executive Director, the Administration & Finance Committee shall be responsible for directing the

recruitment of Executive Director candidates, subject to the direction and oversight of the Executive Committee.

- b) Following recruitment, the Administration & Finance Committee may appoint an ad hoc to interview potential candidates with a goal of presenting two or three candidates to the Administration & Finance Committee for consideration.
 - c) The Administrative & Finance Committee shall then interview potential candidates recommended by the ad hoc committee with a goal of recommending one or two candidates to the Executive Committee for consideration as set forth in Step 4, below.
 - d) If the Administration & Finance Committee decides not to appoint an ad hoc committee, Step 2 shall be skipped and the process shall proceed directly to Step 5, below.
 - e) If the Administration & Finance Committee decides not to appoint an ad hoc committee provided for in Step 2, below, the Administration & Finance Committee shall interview potential candidates with a goal of recommending one or two candidates to the Executive Committee for consideration.
 - f) The Executive Committee shall then make the final selection and oversee the negotiation of a employment contract.
 - g) The Executive Committee may approve deviations from the process set forth above.
2. Oversight. Under the direction of the Executive Committee, the Administration & Finance Committee shall be primarily responsible for the oversight of the Executive Director. A performance review shall be performed annually or more frequently by the Administration & Finance Committee and then by the Executive Committee. Any changes in employment terms, included changes in compensation or benefits, shall be approved by the Executive Committee.
3. Termination. The Executive Director may be terminated pursuant to the terms of the Executive Director's employment contract by the Executive Committee on its own motion or upon recommendation of the Administration & Finance Committee.
- C. Contracting. The Executive Director is authorized to contract and execute on behalf of WRCOG, contracts, including contracts for supplies, equipment and materials, and consultants, not to exceed \$100,000, provided the contract relates to purposes previously approved and budgeted by the General Assembly or Executive Committee.
- D. Absence. In the absence or unavailability of the Executive Director, the Deputy Executive Director shall be authorized to exercise all duties and responsibilities assigned to the Executive Director under these Bylaws and WRCOG policies.

SECTION 2. GENERAL COUNSEL

- A. Duties of General Counsel. The General Counsel shall be a person admitted to practice

law by the Supreme Court of California or a firm comprised of same, and shall have been actively engaged in the practice of law for not less than 10 years preceding appointment. The General Counsel shall represent and advise the General Assembly, Executive Committee, Administration & Finance Committee and the Executive Director on legal matters actions, or proceedings in which WRCOG is concerned, or interested, or is a party.

- B. The General Counsel shall be selected and overseen by the Executive Committee. The power to terminate the General Counsel shall rest exclusively with the Executive Committee.

ARTICLE VI
DEFINITION OF WESTERN RIVERSIDE AREA

The boundaries of WRCOG shall be defined according to the legal description attached hereto as Exhibit "A."

ARTICLE VII
AMENDMENTS

These Bylaws and any amendments thereto may be amended by the General Assembly, by majority vote. Proposed amendments shall be submitted, in writing, to members of the General Assembly along with the agenda for such meeting.

ARTICLE VIII
REVIEW OF BYLAWS

It is the intent of the Executive Committee and General Assembly that these Bylaws shall be reviewed by the Administration & Finance Committee at least every 4 years, or sooner if determined necessary. Following review, the Bylaws, along with any recommended updates, shall be presented to the Executive Committee. If changes are approved by the Executive Committee, the changes shall be effective immediately, provided that any changes shall be presented to the General Assembly as soon thereafter as practical for confirmation.

Attachment

WRCOG Strategic Plan 2022-2027



WESTERN RIVERSIDE COUNCIL OF GOVERNMENTS STRATEGIC PLAN

2022-2027

DKS

Prepared by DKS Associates
Anaheim, CA

EXECUTIVE SUMMARY

This document will serve as the Western Riverside Council of Government's 2022-2027 Strategic Plan. Its purpose is to help WRCOG prioritize its efforts, allocating both fiscal and human resources to achieve a shared Vision and Goals that also reflect community priorities and needs. The Plan is the result of a comprehensive review by DKS Associates of the following:

- The WRCOG annual budget;
- Executive Committee meetings (agendas, minutes);
- News articles;
- Demographic data; and
- Incorporation documents.

DKS staff held virtual meetings with members of the Executive Committee during November and December prior to the Strategic Plan Workshop. Participants discussed their views on the opportunities and challenges ahead for the agency. This includes discussions regarding the areas which WRCOG should and should not become involved in terms of local governance and regional planning.

Interviews were also held via conference calls with the management team and key staff members from all WRCOG departments.

In addition, the team held brief interviews with City Managers from member agencies and also received email comments describing their views on the best role for WRCOG to play as it relates to their particular agency.

This information helped guide a Strategic Planning Workshop for the Committee held Friday, December 3, 2021. The meeting, which was open to the public, was used to define the agency's Mission Statement, Vision Statement, Core Values and Goals to guide WRCOG's future operations.



WRCOG GOALS

1

Serve as an advocate at the regional, state, and federal level for the Western Riverside subregion.

2

Identify and help secure grants and other potential funding opportunities for projects and programs that benefit member agencies.

3

Ensure fiscal solvency and stability of the Western Riverside Council of Governments.

4

Communicate proactively about the role and activities of the Council of Governments.

5

Develop projects and programs that improve infrastructure and sustainable development in our subregion.

6

Develop and implement programs that support resilience for our region.

7

Provide a safe, inclusive environment that values employees.

Each Goal is intended to focus the agency's fiscal and human resources on areas of highest priority.



MISSION, VISION AND VALUES

The purpose of establishing WRCOG's Mission, Vision and Core Values is to clearly define why the agency was created; how the Executive Committee envisions its future and what principles members and staff will adhere to as part of conducting its business.

Mission

The Mission of the Western Riverside Council of Governments is to facilitate, plan and identify funding opportunities for critical infrastructure projects and programs that benefit its member agencies and the communities they serve.

Vision

The Western Riverside Council of Governments provides a strong regional voice representing the interests of its member agencies, securing funding, and facilitating investments in transportation and infrastructure to ensure a sustainable, safe and economically strong region.

Core Values

Integrity
Transparency
Collaboration
Innovation

Diversity
Accountability
Sustainability
Inclusion



Goal 1:

Serve as an advocate at the regional, state and federal level for the Western Riverside subregion.



The Executive Committee's strongest support was for a goal to re-establish WRCOG as a vocal and recognized advocate for the Western Riverside subregion. Strategies to support this goal include:

- **1.1 Provide consistent updates regarding legislative actions that impact WRCOG member agencies to Committee members and member agency staff members.**
- **1.2 Update the legislative platform detailing WRCOG's position(s) on issues that affect member agencies and actively promote that platform.**
- **1.3 Explore options for the creation of a legislative action committee.**
- **1.4 Provide opportunities for WRCOG members to actively participate in efforts in Sacramento to shape policy and effectively communicate regional successes.**

Goal 2: Identify and help secure grants and other potential funding opportunities for projects and programs that benefit member agencies.



Many of the WRCOG member agencies lack the capacity to track and apply for grant opportunities to fund projects and programs with both local and regional benefits. The Executive Committee established a goal to prioritize WRCOG's role in tracking funding opportunities and assisting in the application process to secure funds. Strategies include:

- **2.1 Track and provide updates on regional, state and federal grant opportunities of interest to WRCOG and its member agencies.**
- **2.2 Provide staff support and/or access to consultants for grant research and application preparation.**
- **2.3 Consider providing training opportunities for grant writing and management to member agencies.**

Goal 3: Ensure fiscal solvency and stability of the Western Riverside Council of Governments.



	Service	Class A/B Office	Retail			
	\$545,835	\$276,030	\$-	\$-	\$335,625	\$1,927,410
	\$1,506,770	\$1,389,159	\$353,631	\$-	\$397,654	\$973,207
	\$272,196	\$601,132	\$-	\$-	\$-	\$222,634
	\$18,292	\$-	\$-	\$-	\$279,698	\$-
PA	\$-	\$-	\$379,219	\$-	\$317,703	\$2,593,740
Valle	\$374,986	\$1,232,934	\$-	\$-	\$-	\$185,743
Desa Valley	\$1,957,244	\$477,112	\$-	\$-	\$186,008	\$1,175,095
SOUTHWEST						
County	\$2,881,431	\$198,134	\$-	\$-	\$-	\$30,846
Armeducula	\$1,039,438	\$435,514	\$-	\$-	\$-	\$4,549
Murrieta	\$344,545	\$496,854	\$515,895	\$13,443	\$-	\$89,694
Lake Elsinore	\$1,725,864	\$30,670	\$-	\$-	\$1,598,498	\$121,608
Canyon Lake	\$91,792	\$-	\$-	\$-	\$-	\$-
Wildomar	\$511,903	\$-	\$-	\$-	\$128,115	\$53,416
CENTRAL						
County	\$402,424	\$-	\$-	\$-	\$-	\$11,328
Moreno Valley	\$2,020,174	\$601,112	\$556,617	\$28,594	\$239,262	\$527,796
Tris	\$1,225,564	\$18,402	\$119,507	\$-	\$227,324	\$-
Fee	\$4,161,150	\$809,443	\$5,472	\$-	\$208,313	\$-
	\$82,314	\$-	\$-	\$-	\$-	\$82,314
	\$325,434	\$13,004	\$-	\$-	\$443,903	\$-
	\$36,584	\$-	\$-	\$-	\$-	\$-
	\$1,344,462	\$-	\$16,813	\$-	\$87,060	\$-
SOUTH						
County	\$1,028	\$-	\$-	\$-	\$-	\$-
	\$-	\$-	\$-	\$-	\$-	\$-
	\$1,028	\$-	\$-	\$-	\$189,180	\$-



The Executive Committee and management team acknowledge and value WRCOG’s commitment to maintaining adequate reserves and working within a balanced budget. Strategies to support this Goal include:

- **3.1 Maintain sound, responsible fiscal policies.**
- **3.2 Develop a process to vet fiscal impact(s) and potential risk(s) for all new programs and projects.**
- **3.3 Provide detailed financial statements for public review online.**

Goal 4: Communicate proactively about the role and activities of the Council of Governments.



The Executive Committee believes communication with local and regional agencies is essential to the long-range viability of WRCOG. Staff has already begun work on several strategies including the following:

- **4.1 Develop a Communications Strategic Plan.**
- **4.2 Use social media to disseminate positive news, milestones and accomplishments throughout the region.**
- **4.3 Promote regional interaction and coordination with surrounding communities and service providers including schools, economic development interests, transportation and non-profit agencies.**

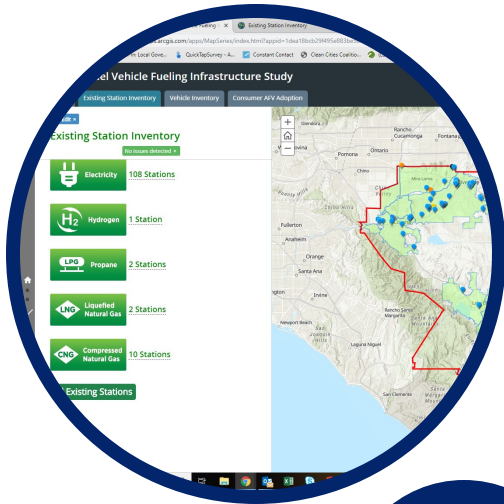
Goal 5: Develop projects and programs that improve infrastructure and sustainable development in our region.



The Executive Committee remains committed to prioritizing investments in Western Riverside County that contributes to its future economic development and overall quality of life for its residents. By providing a regional forum to address, define and deliver solutions to regional problems, WRCOG can serve a critical role in contributing to the overall health of the region. Strategies include:

- **5.1 Support investment in projects, infrastructure and programs in the region including:**
 - 5.1.1 Transportation infrastructure,
 - 5.1.2 Water and wastewater infrastructure, and
 - 5.1.3 Broadband/Smart Cities infrastructure.
- **5.2 Support the Resilient IE Grants in conjunction with the San Bernardino County Transportation Authority.**
- **5.3 Continue collaboration with regional agencies to address pollution control, stormwater runoff and other environmental concerns.**

Goal 6: Develop and implement programs that support resilience for our region.



WRCOG has delivered several successful programs which have supported resilience throughout the Western Riverside County subregion. The Executive Committee supports these efforts by establishing a specific goal to address efficiency. Strategies include the following:

- **6.1 Incentivize programs for saving electricity, water and other essential resources through the Inland Regional Energy Network.**
- **6.2 Supporting efforts to promote the Clean Cities Coalition.**
- **6.3 Continuing to support the Solid Water & Recycling Program.**

Goal 7: Provide a safe, inclusive environment that values employees.



WRCOG employees are fundamental to carrying out the Strategic Plan and ensuring that each goal is achieved. The purpose of this goal is to ensure that the COG continues to provide a positive work environment and can retain and attract high quality employees. Strategies include the following:

- **7.1 Develop and implement organization-wide staff succession planning.**
- **7.2 Support employee training, enrichment and recognition, including team building opportunities.**
- **7.3 Establish clear performance standards for the workforce and provide annual employee reviews.**
- **7.4 Promote diversity, equity and inclusion in all hiring practices.**