



Western Riverside Council of Governments Administration & Finance Committee

SPECIAL AGENDA

**Wednesday, September 16, 2026
12:00 PM**

**Western Municipal Water District
14205 Meridian Parkway
Riverside, CA 925018**

In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in the Administration & Finance Committee meeting, please contact WRCOG at (951) 405-6706. 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 1955 Chicago Avenue, Suite 200, Riverside, CA, 92507.

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 Lucy Felix at least 72 hours prior to the meeting at (951) 405-6706 or lfelix@wrcog.us. Later requests will be accommodated to the extent feasible.

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

- 1. CALL TO ORDER (Jacque Casillas, Chair)**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**

4. PUBLIC COMMENTS

At this time members of the public can address the Committee regarding any items within the subject matter jurisdiction of the Committee that are not separately listed on this agenda. Members of the public will have an opportunity to speak on 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. 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 August 12, 2026, Administration & Finance Committee Meeting

Requested Action(s):

1. Approve the Action Minutes from the August 12, 2026, Administration & Finance Committee meeting.

B. Approval of Administration & Finance Committee Meeting Schedule for 2027

Requested Action(s):

1. Approve the schedule of Administration & Finance Committee meetings for 2027.

6. CLOSED SESSION

1. PUBLIC EMPLOYMENT APPOINTMENT

Title: Executive Director

7. REPORT FROM THE 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 Administration & Finance Committee meeting is scheduled for Wednesday, October 14, 2026, at 12:00 p.m., in WRCOG's office at 1955 Chicago Avenue, Suite 200, Riverside.

12. ADJOURNMENT

Administration & Finance Committee

Action Minutes

1. CALL TO ORDER

The meeting of the WRCOG Administration & Finance Committee was called to order by Chair Jacque Casillas at 12:02 p.m., on August 12, 2026, at Western Water.

2. PLEDGE OF ALLEGIANCE

Chair Casillas led the Committee members and guests in the Pledge of Allegiance

3. ROLL CALL

- City of Beaumont - Mike Lara
- City of Corona - Jacque Casillas (Chair)
- City of Lake Elsinore - Brian Tisdale
- City of Perris - Michael Vargas
- City of Riverside - Chuck Conder*
- City of San Jacinto - Crystal Ruiz
- Western Water - Brenda Dennstedt

* Arrived after roll call.

Absent:

- City of Calimesa
- City of Eastvale
- County of Riverside, Dist. 1
- County of Riverside, Dist. 2

4. PUBLIC COMMENTS

There were no public comments.

5. CLOSED SESSION

There were no reportable actions.

6. CONSENT CALENDAR

RESULT:	APPROVED AS RECOMMENDED
MOVER:	Lake Elsinore
SECONDER:	Western Water

AYES:	Beaumont, Corona, Lake Elsinore, Perris, Riverside, San Jacinto, Western Water
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A. Action Minutes from the May 13, 2026, Administration & Finance Committee Meeting

Action:

1. Approved the Action Minutes from the May 13, 2026, Administration & Finance Committee meeting.

7. REPORTS / DISCUSSION

A. Professional Services Agreement with David Taussig and Associates, Inc., dba DTA, for PACE Assessment District Administration Services

Action:

1. Recommended that the Executive Committee authorize the Interim Executive Director to execute a Professional Services Agreement with David Taussig and Associates, Inc., doing business as DTA, for annual assessment administration and micro bond sales for the WRCOG PACE Programs through June 30, 2031.

RESULT:	APPROVED AS RECOMMENDED
MOVER:	San Jacinto
SECONDER:	Riverside
AYES:	Beaumont, Corona, Lake Elsinore, Perris, Riverside, San Jacinto, Western Water

B. Professional Services Agreement with Best Best & Krieger for PACE Administrative and Legal Services

Action:

1. Recommended that the Executive Committee authorize the Interim Executive Director to execute a Professional Services Agreement with Best Best & Krieger for administrative and legal services through June 30, 2031.

RESULT:	APPROVED WITH REVISIONS
MOVER:	Perris
SECONDER:	Western Water
AYES:	Corona, Lake Elsinore, Perris, Riverside, San Jacinto, Western Water
NAYS:	Beaumont

8. REPORT FROM THE COMMITTEE CHAIR

Chair Casillas had nothing to report.

9. REPORT FROM THE INTERIM EXECUTIVE DIRECTOR

Chris Gray, Interim Executive Director, had nothing to report.

10. ITEMS FOR FUTURE AGENDAS

Committee member Dennstedt requested an update on the progress of the new WRCOG office and building tenant improvements.

11. GENERAL ANNOUNCEMENTS

Committee member Ruiz thanked the Committee for their prayers for her husband, Chuck, after his recent surgery. He is home and recovering.

12. NEXT MEETING

The next Administration & Finance Committee meeting is scheduled for Wednesday, September 9, 2026, at 12:00 p.m., at WRCOG's new office at 1955 Chicago Avenue, Suite 200, Riverside.

13. ADJOURNMENT

The meeting was adjourned at 1:07 p.m.



Western Riverside Council of Governments Administration & Finance Committee

Staff Report

Subject: Approval of Administration & Finance Committee Meeting Schedule for 2027
Contact: Chris Gray, Interim Executive Director, cgray@wrcog.us, (951) 405-6710
Date: September 16, 2026

Recommended Action(s):

1. Approve the schedule of Administration & Finance Committee meetings for 2027.
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Summary:

All Administration & Finance Committee meeting dates are proposed for the 2nd Wednesday, monthly, at 12:00 p.m.

Purpose / WRCOG 2022-2027 Strategic Plan Goal:

The purpose of this item is to approve the schedule of Administration & Finance Committee meetings for 2027. This aligns with WRCOG's 2022-2027 Strategic Plan Goal #4 (Communicate proactively about the role and activities of the Council of Governments).

Discussion:

Following are the proposed 2027 meeting dates for the Administration & Finance Committee.

Committee	Day	Time	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
Administration & Finance	2nd Wed.	12:00 p.m.	DARK	10	10	14	12	9	DARK	11	8	13	DARK	8

Prior Action(s):

None.

Financial Summary:

The result of the recommended action causes no fiscal impact.

Attachment(s):

None.