

**1. CALL TO ORDER**

The meeting of the Administration & Finance Committee was called to order at 12:00 p.m. by 2nd Vice-Chair Kelly Seyarto at WRCOG's Office, Citrus Conference Room.

**Members present:**

Mike Lara, City of Beaumont  
Brian Tisdale, City of Lake Elsinore  
Kelly Seyarto, City of Murrieta (2nd Vice-Chair)  
Rita Rogers, City of Perris  
Rusty Bailey, City of Riverside  
Ben Benoit, City of Wildomar  
Karen Spiegel, County of Riverside District 2  
Chuck Washington, County of Riverside District 3  
Brenda Dennstedt, Western Municipal Water District (12:15 p.m. arrival)

**Staff present:**

Ryan Baron, Legal Counsel, Best Best & Krieger  
Rick Bishop, Executive Director  
Barbara Spoonhour, Deputy Executive Director - Operations  
Andrew Ruiz, Chief Financial Officer  
Chris Gray, Director of Transportation & Planning  
Casey Dailey, Director of Energy & Environmental Programs  
Janis Leonard, Administrative Services Manager  
Tyler Masters, Program Manager  
Daniel Soltero, Staff Analyst  
Justin White, Staff Analyst  
Ivana Medina, Staff Analyst  
Haley Henson, Intern

**Guests present:**

Mrunal Shaw, Best Best & Krieger  
Darcy Kuenzi, Riverside County Flood Control and Water Conservation District

**2. PUBLIC COMMENTS**

There were no public comments.

**3. MINUTES** – *(Perris / Lake Elsinore) 6 yes; 0 no; 2 abstention. Item 3.A was approved. The Cities of Hemet and Norco and the Western Municipal Water District were absent. The County of Riverside Districts 2 and 3 abstained.*

**A. Summary Minutes from the October 9, 2019, Administration & Finance Committee Meeting are Available for Consideration.**

**Action:** 1. *Approved the Summary Minutes from the October 9, 2019, Administration & Finance Committee meeting.*

**4. CONSENT CALENDAR** – *(Riverside / Wildomar) 8 yes; 0 no; 0 abstention. Items 4.A through 4.D were approved. The Cities of Hemet and Norco and the Western Municipal Water District were absent.*

**A. Finance Department Activities Update**

**Action:** 1. *Received and filed.*

**B. Approval of Administration & Finance Committee 2020 Meeting Schedule**

**Action:** 1. *Approved the Schedule of Administration & Finance Committee meetings for 2020.*

**C. 1st Quarter Draft Budget Amendment for Fiscal Year 2019/2020**

**Action:** 1. *Recommended that the Executive Committee approve the 1st Quarter Draft Budget Amendment for Fiscal Year 2019/2020.*

**D. Regional Housing Needs Assessment Methodology Activities Update**

**Action:** 1. *Received and filed.*

**5. REPORTS / DISCUSSION**

**A. PACE Programs Activities Update**

Justin White reported that commercial PACE (C-PACE) is beginning to pick up. Since 2017, WRCOG has added three new C-PACE providers to the Program. Staff is asking to allow Renovate America to administer commercial properties within the WRCOG HERO and California HERO footprints.

**Actions:**

1. *Recommended that the Executive Committee approve and authorize the Executive Director to execute a HERO Commercial Programs Administration Agreement, as to form.*
2. *Recommended that the Executive Committee adopt Resolution Number 32-19; Resolution of the Executive Committee of the Western Riverside Council of Governments authorizing Renovate America to administer and finance eligible improvements to be installed on commercial properties and other actions in connection thereto.*

*(Perris / Beaumont) 8 yes; 0 no; 0 abstention. Item 5.A was approved. The Cities of Hemet and Norco and the Western Municipal Water District were absent.*

**B. Alternative Compliance Program Activities Update**

Chris Gray reported that storm water compliance has become more onerous and rigorous. Instead of individual projects treat storm water, a regional approach would be better.

Staff has been working on an Alternative Compliance Program (ACP) with the San Diego Regional Water Quality Control Board (RWQCB), which allows for ACPs, focusing on the San Diego region only.

WRCOG has partnered with the Riverside County Flood Control and Water Conservation District and other agencies to evaluate an ACP for the Santa Margarita Watershed. A draft Guidance Manual has been distributed to partner agencies for review and comments. Staff from Riverside County has asked for additional information and clarification on some of the details.

Funding for this Program has been exhausted. Grant funding has recently become available through the Bureau of Reclamation.

Committee member Karen Spiegel asked how the Program will continue to be funded once the grant funding is exhausted.

Mr. Gray responded that once up and running, the Program will be a self-funding program.

**Action:** 1. *Authorized staff to submit a grant to the Bureau of Reclamation WaterSMART Cooperative Watershed Management Program.*

*(Wildomar / Perris) 8 yes; 0 no; 1 abstention. Item 5.B was approved. The Cities of Hemet and Norco were absent. The County of Riverside District 2 abstained.*

### **C. Regional Streetlight Program Activities Update**

Daniel Soltero reported that as of November 1, 2019, over 28,000 of 55,000 streetlights have been retrofitted. Operations and maintenance (O&M) of streetlights include customer service, routine O&M, and annual service. Extraordinary O&M will be addressed on a case-by-case basis.

Customer service includes, for example, phone and web-based service; routine O&M includes responding to streetlight outages, repair and/or replacement of fixtures, and cleaning, among other matters. Annual service includes system diagnostics and assessment, quarterly review, and coordination with 3rd party attachment licensees.

For the Program participants, there have been 683 work orders across the subregion. That number is expected to decrease as older lights are retrofitted.

Committee member Ben Benoit asked about the cost of side shield installation.

Mr. Soltero responded that there is no cost within the first year of retrofit.

Committee member Rita Rogers asked what the target completion date is for all jurisdictions to be complete.

Mr. Soltero responded that all jurisdictions should be complete, for the most part, by mid-2020.

**Action:** 1. *Received and filed.*

### **D. TUMF Nexus Study Principles and Goals Discussion**

Chris Gray reported that WRCOG updates its TUMF Nexus Study after approval of SCAG's RTP/SCS. Staff would like feedback on five key elements of the Nexus Study.

Element one regards a continued focus on higher value regional projects. Element two questions if TUMF should provide a higher level of funding for each project. Element three requires how stringent requirements should be to add projects. Element four discusses a potential look at TUMF as a way to mitigate vehicle miles traveled. Element five is in regard to an automatic Construction Cost Index adjustment.

Committee member Rusty Bailey asked what the trends are saying.

Mr. Gray responded that the region will continue growing in terms of population and employment, and state funding is heading away from adding capacity on roads. TUMF may be one of those few funding programs, aside from sales tax, that will fund new roadways. Jurisdictions will likely have less general discretion funds for roadway projects.

Committee member Kelly Seyarto indicated that as the burden is placed on jurisdictions to augment what was supposed to be funded because the state sees local government more and more as self-supporting.

Committee member Karen Spiegel asked if WRCOG is communicating with the Building Industry Association (BIA) or the Riverside County Transportation Commission (RCTC). Additionally, Committee member Spiegel asked if the types of projects funded by TUMF have been reviewed to determine a synopsis of the types of funding sources.

Mr. Gray responded that as the Nexus Study update gets underway, WRCOG will review items in detail with the BIA. WRCOG communicates with RCTC as that agency provides primary funding to a lot of TUMF projects. As to types of funding, TUMF usually provides two-thirds of the project funding.

Committee member Mike Lara asked if WRCOG has reviewed and compared CVAG's TUMF Program.

Mr. Gray responded that CVAG has a very formalized process for prioritizing projects to be funded by its TUMF Program. Projects are ranked from one to 100 and projects are funded in that order, whereas WRCOG tries to fund as many projects as possible.

**Action:**        1.        *Received and filed.*

## **6. REPORT FROM THE EXECUTIVE DIRECTOR**

Rick Bishop had no report to provide.

## **7. ITEMS FOR FUTURE AGENDAS**

There were no items for future agendas.

## **8. GENERAL ANNOUNCEMENTS**

There were no general announcements.

**9. NEXT MEETING:**        **The next meeting is scheduled for Wednesday, December 11, 2019, at 12:00 p.m., at WRCOG's office located at 3390 University Avenue, Suite 450, Riverside.**

**10. ADJOURNMENT:**        **The meeting of the Administration & Finance Committee adjourned at 12:45 p.m.**