



# Western Riverside Council of Governments General Assembly

## Staff Report

**Subject:** Fiscal Year 2019/2020 Agency Budget

**Contact:** Rick Bishop, Executive Director, [rbishop@wrcog.us](mailto:rbishop@wrcog.us), (951) 405-6701

**Date:** June 20, 2019

### **Requested Action:**

1. Adopt Resolution Number 28-19; A Resolution of the General Assembly of the Western Riverside Council of Governments adopting the Fiscal Year 2019/2020 Agency Budget for the Western Riverside Council of Governments.

The Agency Budget has been vetted through the WRCOG Committee structure and is presented to the General Assembly for final approval.

### **Prior Actions:**

- June 3, 2019: The Executive Committee recommended that the WRCOG General Assembly approve the WRCOG Agency Budget for Fiscal Year 2018/2019.
- May 16, 2019: The Technical Advisory Committee recommended that the WRCOG General Assembly approve the WRCOG Agency Budget for Fiscal Year 2018/2019.
- May 8, 2019: The Administration & Finance Committee recommended that the WRCOG General Assembly approve the WRCOG Agency Budget for Fiscal Year 2018/2019.
- April 25, 2019: The Finance Director's Committee recommended that the WRCOG General Assembly approve the WRCOG Agency Budget for Fiscal Year 2018/2019.

### **Fiscal Impact:**

All known and expected revenues and expenditures impacting the Agency have been budgeted for Fiscal Year 2019/2020, but will be continually updated throughout the Budget process.

### **Attachments:**

1. Resolution Number 28-19; A Resolution of the General Assembly of the Western Riverside Council of Governments adopting the Fiscal Year 2019/2020 Agency Budget for the Western Riverside Council of Governments.
2. WRCOG Annual Budget for the Year Ending June 30, 2020.

# Item 3.B

Fiscal Year 2019/2020  
Agency Budget

## Attachment 1

WRCOG Resolution Number 28-19;  
A Resolution of the General  
Assembly of the Western Riverside  
Council of Governments adopting the  
Fiscal Year 2019/2020 Agency  
Budget for the Western Riverside  
Council of Governments

## **RESOLUTION NUMBER 28-19**

### **A RESOLUTION OF THE GENERAL ASSEMBLY OF THE WESTERN RIVERSIDE COUNCIL OF GOVERNMENTS ADOPTING THE FISCAL YEAR 2019/2020 AGENCY BUDGET**

**WHEREAS**, The Western Riverside Council of Governments (WRCOG) operates on a fiscal year basis, beginning on July 1 of each year and continuing until June 30 of the succeeding year; and

**WHEREAS**, Article III, Section 3.3 of the WRCOG Joint Powers Agreement states that prior to July 1 of each year, the General Assembly shall adopt a final budget for the expenditures of WRCOG during the following fiscal year; and

**WHEREAS**, Article III, Section 6, Subdivision (A) of the WRCOG Bylaws states that the Executive Committee of WRCOG shall 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; and

**WHEREAS**, on June 3, 2019, a proposed Agency Budget for Fiscal Year 2019/2020 was presented to the Executive Committee, and the Executive Committee recommended the proposed Agency Budget for Fiscal Year 2019/2020 to the General Assembly; and

**WHEREAS**, WRCOG provided the public with proper notice that the meeting to approve the proposed Agency Budget for Fiscal Year 2019/2020 is to be held on June 20, 2019, at the General Assembly meeting; and

**WHEREAS**, on June 20, 2019, the proposed Agency Budget for Fiscal Year 2019/2020 was presented to the General Assembly and the General Assembly held a public hearing on the proposed Budget.

**NOW THEREFORE, BE IT RESOLVED** by the General Assembly of the Western Riverside Council of Governments as follows:

#### **Section 1. RECITALS**

The above recitals are incorporated herein by this reference.

#### **Section 2. FINAL BUDGET**

The General Assembly hereby approves and adopts the WRCOG Fiscal Year 2019/2020 Agency Budget.

#### **Section 3. AMENDING THE FINAL BUDGET**

In accordance with Sections 4.1 and 1.2.2, Subdivision (f) of the WRCOG Joint Powers Agreement and Government Code Section 29092, the General Assembly hereby delegates its powers

to amend the WRCOG Fiscal Year 2019/2020 Agency Budget and approve Budget transfers throughout the Fiscal Year to the Executive Director and/or the Executive Committee.

**PASSED AND ADOPTED** by the General Assembly of the Western Riverside Council of Governments on June 20, 2019.

\_\_\_\_\_  
Chuck Washington, Chair  
WRCOG Executive Committee

\_\_\_\_\_  
Rick Bishop, Secretary  
WRCOG Executive Committee

Approved as to form:

\_\_\_\_\_  
Steven DeBaun  
WRCOG Legal Counsel

AYES: \_\_\_\_\_      NAYS: \_\_\_\_\_      ABSENT: \_\_\_\_\_      ABSTAIN: \_\_\_\_\_

# Item 3.B

Fiscal Year 2019/2020  
Agency Budget

## Attachment 2

WRCOG Annual Budget For the Year  
Ending June 30, 2020



**Western Riverside Council of Governments  
Annual Budget  
For the Year Ending June 30, 2020**

**Total Agency Budget**

<b>Revenues</b>	<b>Actual 2/28/2019</b>	<b>Budget 6/30/2019</b>	<b>Proposed 6/30/2020</b>
Member Dues	\$ 311,410	\$ 311,410	\$ 311,410
General Assembly Revenue	11,600	300,000	300,000
Interest Revenue - Other	80,066	31,496	25,000
Rental Revenue	-	-	75,000
WRCOG HERO Revenue	196,865	480,573	212,500
Other HERO Revenue	150,373	149,833	680,000
Statewide HERO Revenue	833,097	1,650,000	570,000
Gas Company Revenue	56,941	86,676	108,400
SoCal Edison Revenue	75,123	86,750	54,219
PACE Commercial Revenue	30,844	34,078	165,000
PACE Residential Recording Rev	107,508	122,500	111,800
Statewide HERO Recording fee Rev	520,365	600,000	441,200
PACE Commercial Recording Rev	445	7,500	17,500
Regional Streetlights Revenue	261,500	300,000	187,511
NW Clean Cities - Member Dues	122,000	120,000	128,000
NW Clean Cities - Federal	18,500	12,500	82,500
Solid Waste	122,248	107,313	107,313
Statewide Used Oil Grant Revenue	203,820	228,820	377,654
CAP Grant Revenue	8,973	-	125,000
Adaptation Grant Revenue	-	-	125,000
LTF Revenue	775,500	675,000	775,000
RIVTAM Revenue	100,000	150,000	140,000
TUMF Admin Commerical	33,242	110,645	47,284
TUMF Admin Retail	77,114	130,094	109,687
TUMF Admin Industrial	353,126	272,663	502,285
TUMF Admin Single Family	788,576	1,144,551	1,121,669
TUMF Admin Multi-Family	139,957	142,045	199,074
Commerical/Service	797,812	2,718,853	1,134,806
Retail	1,850,746	3,142,672	2,632,497
Industrial	8,475,022	6,314,301	12,054,852
Single Family	18,925,836	27,492,115	26,920,065
Multi-Family	3,358,962	3,352,059	4,777,779
Carryover Fund Transfer In	1,456,738	1,456,738	745,000
<b>Total Revenues &amp; Carryover</b>	<b>\$ 40,244,310</b>	<b>\$ 52,231,187</b>	<b>\$ 55,365,007</b>
<b>Fund Balance Carryover</b>			<b>\$ 125,000</b>
<b>Overhead Transfer In</b>	<b>\$ 1,483,740</b>	<b>\$ 2,278,335</b>	<b>\$ 1,996,602</b>
<b>Total Revenues &amp; Overhead</b>	<b>\$ 41,728,050</b>	<b>\$ 54,509,522</b>	<b>\$ 57,486,609</b>
<b>Expenses</b>	<b>Actual 2/28/2019</b>	<b>Budget 6/30/2019</b>	<b>Proposed 6/30/2020</b>
Salaries & Wages - Fulltime	\$ 1,138,281	\$ 2,643,180	\$ 1,956,159
Fringe Benefits	500,079	817,283	628,266
CalPERS OPEB Paydown	152,727	200,000	200,000
Overhead Allocation	1,391,598	2,092,412	1,893,320
General Legal Services	269,404	465,035	387,000
OPEB Funding	98,823	98,823	98,823

Audit Svcs - Professional Fees	25,480	27,500	30,500
Bank Fees	27,159	19,000	38,512
Commissioners Per Diem	38,265	62,500	62,500
Parking Cost	8,925	18,578	16,400
Office Lease	269,836	400,000	465,000
WRCOG Auto Fuels Expenses	924	1,250	1,500
WRCOG Auto Maintenance Expense	84	84	500
Parking Validations	2,249	10,000	10,000
Staff Recognition	261	800	800
Coffee and Supplies	261	3,000	2,500
Event Support	132,010	130,861	182,283
Program/Office Supplies	9,886	23,988	22,263
Computer Equipment/Supplies	1,327	8,000	4,500
Computer Software	3,127	31,124	26,500
Rent/Lease Equipment	9,185	30,000	30,000
Membership Dues	19,472	31,500	32,500
Subscription/Publications	1,025	1,025	2,250
Meeting Support Services	1,744	9,498	10,698
Postage	2,694	6,043	5,600
Other Expenses	463	883	1,250
Storage	5,251	15,348	10,000
COG HERO Share Expenses	3,444	15,000	10,000
Printing Services	1,670	4,320	7,500
Computer Hardware	2,664	14,100	9,500
Misc. Office Equipment	-	1,000	1,000
Communications - Regular Phone	12,672	15,000	16,000
Communications - Cellular Phones	6,260	20,291	17,500
Communications - Computer Services	24,933	57,500	57,500
Communications - Web Site	6,932	8,000	8,000
Equipment Maintenance - General	4,451	10,000	10,000
Equipment Maintenance - Comp/Software	17,776	21,024	21,250
Insurance - Errors & Omissions	9,000	9,000	11,500
Insurance - Gen/Busi Liab/Auto	82,594	77,890	92,500
WRCOG Auto Insurance	1,954	-	2,000
Recording Fee	200,932	480,500	254,339
Seminars/Conferences	1,724	12,628	11,825
General Assembly Expenses	69,034	300,000	300,000
Travel - Mileage Reimbursement	7,210	21,367	19,500
Travel - Ground Transportation	1,280	3,448	5,160
Travel - Airfare	6,833	9,324	12,250
Lodging	4,309	6,640	7,630
Meals	2,678	6,434	8,250
Other Incidentals	5,811	10,411	6,600
Training	419	9,250	9,250
Supplies/Materials	3,546	8,033	21,850
OPEB Repayment	-	71,053	110,526
Staff Education Reimbursement	-	12,500	7,500
Advertising Media - Newspaper Ad	-	2,000	10,000
Advertisement Radio & TV Ads	20,420	39,293	72,000
Consulting Labor	1,330,006	2,343,341	2,291,999
Computer Equipment/Software	1,879	6,500	3,000
Office Move	2,735	20,000	200,000
TUMF Project Reimbursement	22,006,311	38,000,000	45,000,000
Transfer Out to Reserves	-	-	220,000
<b>Total Expenses</b>	<b>\$ 27,950,039</b>	<b>\$ 48,763,562</b>	<b>\$ 54,955,554</b>