



# **Western Riverside Council of Governments Technical Advisory Committee**

## **AGENDA**

**Thursday, October 19, 2023  
9:30 AM**

**Western Riverside Council of Governments  
3390 University Avenue, Suite 200  
Riverside, CA 92501**

### **Remote Meeting Locations:**

**City of Beaumont  
Beaumont Civic Center  
550 East 6th Street, Map Room  
Beaumont, CA 92223**

**City of Calimesa  
Senior Center Map Room  
908 Park Avenue  
Calimesa, CA 92230**

**City of Murrieta  
City Hall, Conference Room 2C  
1 Town Square  
Murrieta, CA 92562**

**City of Temecula  
City Hall, City Manager's Office  
41000 Main Street  
Temecula, CA 92590**

**City of Wildomar  
City Hall  
23873 Clinton Keith Road, Suite 201  
Wildomar, CA 92595**

**March Air Reserve Base  
14205 Meridian Parkway, Ste. 140**

Meridian Conference Room, Room 140  
Riverside, CA 92518

3593 Eastfield Court  
Carmel, CA 93923

**Committee members are asked to attend this meeting in person unless remote accommodations have previously been requested and noted on the agenda. The below Zoom link is provided for the convenience of members of the public, presenters, and support staff.**

[Public Zoom Link](#)

Meeting ID: 817 8652 6271

Passcode: 869051

Dial in: (669) 900 9128 U.S.

In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in the Technical Advisory Committee meeting, please contact WRCOG at (951) 405-6702. 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 3390 University Avenue, Suite 200, Riverside, CA, 92501.

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 [lfelix@wrcog.us](mailto:lfelix@wrcog.us).

Any member of the public requiring a reasonable accommodation to participate in this meeting in light of this announcement shall contact Lucy Felix 72 hours prior to the meeting at (951) 405-6702 or [lfelix@wrcog.us](mailto: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 (Rod Butler, 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 17, 2023, Technical Advisory Committee Meeting**

**Requested Action(s):** 1. Approve the Action Minutes from the August 17, 2023, Technical Advisory Committee meeting.

**6. REPORTS / DISCUSSION**

**A. WRCOG Fellowship Program: Round 8**

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

**B. Riverside County Regional Broadband Activities Update**

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

**C. Member Dues Exploration Activities Update**

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

**7. REPORT FROM THE EXECUTIVE DIRECTOR**

Dr. Kurt Willson

**8. ITEMS FOR FUTURE AGENDAS**

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

**9. GENERAL ANNOUNCEMENTS**

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

**10. NEXT MEETING**

The next Technical Advisory Committee meeting is scheduled for Thursday, November 16, 2023, at 9:30 a.m., in WRCOG's office at 3390 University Avenue, Suite 200, Riverside.

**11. ADJOURNMENT**

# Technical Advisory Committee

## Action Minutes

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### 1. CALL TO ORDER

The meeting of the WRCOG Technical Advisory Committee was called to order by Chair Rob Johnson at 9:32 a.m. on August 7, 2023, in WRCOG's office.

### 2. PLEDGE OF ALLEGIANCE

Chair Rob Johnson led the Committee members and guests in the Pledge of Allegiance.

### 3. ROLL CALL

- City of Calimesa - Will Kolbow
- City of Eastvale - Marc Donohue
- City of Hemet - Mark Prestwich
- City of Lake Elsinore - Jason Simpson
- City of Murrieta - Kristen Crane
- City of Norco - Lori Sassoon
- City of Perris - Clara Miramontes
- City of San Jacinto - Rob Johnson
- City of Temecula - Betsy Lowrey
- City of Wildomar - Dan York
- County of Riverside - Jeff Van Wagenen
- Eastern Municipal Water District (EMWD) - Jolene Walsh
- March JPA - Dr. Grace Martin

#### Absent:

- City of Banning
- City of Beaumont
- City of Canyon Lake
- City of Corona
- City of Jurupa Valley
- City of Menifee
- City of Moreno Valley
- City of Riverside
- Western Water
- Riverside Co. Superintendent of Schools

### 4. PUBLIC COMMENTS

There were no public comments.

**5. SELECTION OF TECHNICAL ADVISORY COMMITTEE LEADERSHIP FOR FISCAL YEAR 2023/2024**

**A. Leadership Selection for Fiscal Year 2023/2024 and Recognition of Outgoing Chair**

**Action:**

1. Selected Rod Butler, City of Jurupa Valley, as Chair, Clara Miramontes, City of Perris, as Vice-Chair, and Craig Miller, Western Water, as 2nd Vice-Chair for Fiscal Year 2023/2024.

<b>RESULT:</b>	<b>APPROVED AS RECOMMENDED</b>
<b>MOVER:</b>	County of Riverside
<b>SECONDER:</b>	Norco
<b>AYES:</b>	Calimesa, Eastvale, Hemet, Lake Elsinore, Murrieta, Norco, Perris, San Jacinto, Temecula, Wildomar, County of Riverside, EMWD

The meeting was then led by the new Vice-Chair, Clara Miramontes.

**6. CONSENT CALENDAR**

**A. Summary Minutes from the June 15, 2023, Technical Advisory Committee Meeting**

**Action:**

1. Approved the Summary Minutes from the June 15, 2023, Technical Advisory Committee meeting.

<b>RESULT:</b>	<b>APPROVED AS RECOMMENDED</b>
<b>MOVER:</b>	County of Riverside
<b>SECONDER:</b>	San Jacinto
<b>AYES:</b>	Calimesa, Eastvale, Hemet, Lake Elsinore, Murrieta, Norco, Perris, San Jacinto, Temecula, Wildomar, County of Riverside, EMWD

**7. REPORTS / DISCUSSION**

**A. Appointment to the Riverside County Emergency Medical Care Committee**

**Action:**

1. Appointed Lori Sassoon, City of Norco, as the WRCOG alternate representative to the Riverside County Emergency Medical Care Committee.

<b>RESULT:</b>	<b>APPROVED AS RECOMMENDED</b>
<b>MOVER:</b>	San Jacinto
<b>SECONDER:</b>	County of Riverside
<b>AYES:</b>	Calimesa, Eastvale, Hemet, Lake Elsinore, Murrieta, Norco, Perris, San Jacinto, Temecula, Wildomar, County of Riverside, EMWD

**B. AB 602 Compliance and Residential Trip Generation Studies Activities Update**

**Action:**

1. Received and filed.

**C. REAP SRP 1.0 & 2.0 Housing Activities Update**

**Action:**

1. Received and filed.

**8. REPORT FROM THE EXECUTIVE DIRECTOR**

Dr. Kurt Wilson, WRCOG Executive Director, introduced Bonnie Woodrome, WRCOG Manager of Communications and External Affairs. Dr. Wilson reported that the Advocacy Ad Hoc Committee is determining WRCOG's position on certain legislations, with a current focus on the State side. That Committee is Chaired by Brian Tisdale, City of Lake Elsinore, and Committee members can reach out to him with their questions and input. Ms. Woodrome will facilitate a bill tracking piece to keep the Committee informed on various issues. Finally, the matter of WRCOG member dues has been deferred to the Technical Advisory Committee, so there will be a future discussion with regard to adjustments to the member dues and Committee structure.

**9. ITEMS FOR FUTURE AGENDAS**

There were no items for future agendas.

**10. GENERAL ANNOUNCEMENTS**

Committee member Jeff Van Wagenen announced that the funerals for two fallen CAL FIRE firefighters will be held next Monday and Thursday.

Committee member Jolene Walsh announced that there is a lot of activity in the state and local legislature on the issue of non-functional turf. AB 1572 would disallow the irrigation of non-functional turf with potable drinking water. There will be a phase-out program to remove that turf, with rebates to do so. There is also a tree-planting program that will pay \$100 per tree planted, up to \$500 per resident.

**11. NEXT MEETING**

The next Technical Advisory Committee meeting is scheduled for Thursday September 21, 2023, at 9:30 a.m., in WRCOG's office at 3390 University Avenue, Suite 200, Riverside.

**12. ADJOURNMENT**

The meeting was adjourned at 10:46 a.m.



# Western Riverside Council of Governments Technical Advisory Committee

## Staff Report

**Subject:** WRCOG Fellowship Program: Round 8  
**Contact:** Bonnie Woodrome, Manager of Communications and External Affairs,  
[bwoodrome@wrcog.us](mailto:bwoodrome@wrcog.us), (951) 405-6752  
**Date:** October 19, 2023

### **Recommended Action(s):**

1. Receive and file.

### **Summary:**

WRCOG is embarking on its eighth round of the WRCOG Fellowship Program, which introduces recent college graduates and college seniors to careers in the public sector. The program has created opportunities for 90 students over the past seven years to learn and grow into roles in finance, planning, IT, and administration. Today, staff will share information about the eighth round of the program.

### **Purpose / WRCOG 2022-2027 Strategic Plan Goal:**

The Fellowship Program's purpose is aligned with the Strategic Plan Goals of:

1. Develop and implement programs that support resilience for our region.
2. Provide a safe, inclusive environment that values employees.

### **Discussion:**

#### **Background**

WRCOG's Public Service Fellowship Program was established in 2016 and is a regular program administered by WRCOG. The goal of the Program is to retain locally trained students to fulfill the subregional need for a robust public sector workforce and to combat the problem of "brain drain", which occurs when local students graduate and then leave the region to seek full-time employment outside of the region.

The Fellowship Program aims to create a local public sector career pipeline for students through partnership with WRCOG member agencies. Since inception, 90 Fellows have been placed in member agencies seven rounds of the Program, contributing approximately 72,000 hours of service to Western Riverside County. Today, several Fellow alumni are employed throughout the subregion, while others have pursued alternative opportunities like graduate school.

WRCOG's Public Service Fellowship Program, initiated in 2016, creates opportunity for local students to

participate in public sector career fields, with 90 Fellows contributing 72,000 service hours to date. WRCOG oversees the program, while individual host agencies provide mentorship and supervision. Fellows work up to 960 hours, with hosting costs shared between WRCOG and member agencies. In the program's upcoming eighth round, ten Fellows will be placed amongst member agencies, benefiting from monthly career readiness sessions and insights into the public sector.

### **General Fellowship Logistics**

In terms of logistics, WRCOG is responsible for general Program administration and oversight, while participating members, or host agencies, are responsible for day-to-day supervision and mentorship of an assigned Fellow. WRCOG also provides monthly training sessions for Fellows on career readiness and other relevant topics during Professional Development Sessions to support their hands-on work experience at a host agency. All Fellows are allotted to work up to 960-hours during their Program and can work up to 30 hours a week. Placement of Fellows in member agencies is prioritized on an every-other-year basis. Members who do have priority status, meaning they did not host a Fellow in the prior year's pay 50% of the cost of a Fellow, while members who do not have priority, those who did host a Fellow the previous year, pay 100% of the cost of a Fellow. For reference, the total cost of hosting a Fellow is \$20,000 so a 22 member with priority status would contribute \$10,000 to the cost of hosting a Fellow. The purpose for this priority system is to extend remaining Program funds. After review, of past programming, it was determined that WRCOG would sponsor 10 fellows through the program through WRCOG funding.

### **Round Seven Recap**

Four Fellows were selected to participate in the seventh round of the Program, which took place in Fiscal Year 2022/23. Fellows were placed throughout nine agencies including the City of Eastvale, the County of Riverside and the Economic Development Agency. Over the course of nine months, Fellows participated in monthly professional development sessions, where they heard from a number of guest speakers on career readiness and the innerworkings of the public sector.

### **Fellowship Survey Results**

WRCOG conducts regular surveys to assess the effectiveness of the program. Most participants convey a positive experience and continued interest in hosting a Fellow in the eighth round of the Program. For members who expressed concerns at any point in the Program or on survey responses, staff connects with the member to understand and learn how to provide more support and improve the overarching Program.

### **Round 8**

In anticipation for the eighth cohort of the Program, staff is working to facilitate both host agency and Fellow applications. Additionally, in light of the pay rate concern expressed by Fellows, staff cross-examined other fellowship programs and concluded that WRCOG's Program was at a distinct competitive disadvantage due to a Fellows' pay rate. In response to this, staff reviewed the Program budget, WRCOG and host agency contributions, and the overarching cost of the Program to conclude that it is both feasible and in the Programs best interest for a Fellows' pay rate to be increased to \$20.00 an hour. Notably, this pay rate increase will not impact a host agency's financial contribution to the Program.



Outlined below is the anticipated schedule for applications and on-boarding for the eighth round of the Program:

- Host Agency Application Released: September 5, 2023
- Host Agency Applications Due: October 2, 2023
- Fellow Applications Released: Begins August 21- continuous
- Fellow Applications Due: October 2, 2023 (Could be extended)
- Fellow Matching and Interviews: October 16, 2023
- Program On-boarding for Fellows and Supervisors: Week of October 16, 2023
- Fellowship Program Begins: October 23, 2023

**Prior Action(s):**

None.

**Financial Summary:**

Fellowship-related activities are included under the Fellowship Program (4700) in the General Fund (110). The Fellowship was originally funded with carryover revenues from the PACE program and has not received additional funding since then, and there is approximately \$200k left to fund the program.

**Attachment(s):**

[Fellowship\\_TAC 0923 - Copy.pptx](#)

# Item# Fellowship Program 2023- 24



Bonnie Woodrome  
WRCOG



## WRCOG Fellowship Program

- Launched in 2016
- Partnership between WRCOG and local Universities
- Retain local talent and drive emerging professionals to public agency professions
- Currently preparing for Round 8
- 80 Fellows placed since inception
- 90% success rate for Fellows permanent employment to a public agency



## Preparation for Round 8

- Program funding is near completion
- This round will be paid for through partial WRCOG funds and participating City contributions (50/50 share)
- At this time, with shared funding, WCOG can fill 10 Fellowship positions



## Recruitment & Administration

- Current requirements target recent college graduates with a GPA of at least a 3.0 GPA and live within the WRCOG region
- WRCOG's Administrative Services team will oversee recruitment and administration of the Fellowship program.
  - Recruitment outreach strategy
  - Oversee collection and initial review of resumes
  - Assistance with candidate interviews, as needed
  - Manage fellow payroll and other personnel related matters
- Host Agency/ City will select final candidate and oversee day to day supervision and mentorship



## Round 8 Program Schedule

Action	Date
Host Agency Application Released	September 5, 2023
Host Agency Applications Due	October 2, 2023
Fellow Applications Released	Begins August 21- continuous
Fellow Applications Due	October 2, 2023 (Could be extended)
Fellow Matching and Interviews	October 16, 2023
Program On-boarding for Fellows and Supervisors	Week of October 16, 2023
Fellowship Program Begins	October 23, 2023

Check-In Meetings with Fellow and Supervisor: Monthly

Fellowship Program Concludes: Once 960 hours have been accumulated.





# Western Riverside Council of Governments Technical Advisory Committee

## Staff Report

**Subject:** Riverside County Regional Broadband Activities Update  
**Contact:** Tom Mullen, Chief Data Officer, Riverside County Information Technology,  
[tmullen@rivco.org](mailto:tmullen@rivco.org), (951) 955-1850  
**Date:** October 19, 2023

### **Recommended Action(s):**

1. Receive and file.

### **Summary:**

This item is reserved for a presentation regarding regional broadband initiatives from Riverside County Information Technology.

### **Purpose / WRCOG 2022-2027 Strategic Plan Goal:**

The purpose of this item is to present updates regarding the County of Riverside's efforts to improve broadband services within the County. This item is related to WRCOG's Strategic Plan Goal #5.1.3: (Support investment in projects, infrastructure, and programs in the region including Broadband/Smart Cities infrastructure).

### **Discussion:**

#### **Background**

High-speed broadband internet is critical to our future. In addition to helping households connect to online resources in health, education, employment, and more, broadband internet acts as a catalyst for prosperity and economic growth in high-income economies. In recent years, Riverside County has made tremendous advances in bringing internet connectivity to homes, businesses and community institutions. But for many, access to reliable internet remains out of reach due to:

- High monthly costs
- Limited or non-existent broadband infrastructure in certain regions
- Inadequate local, state, and federal policies
- Limited community stakeholder involvement

RivcoConnect is dedicated to addressing these challenges so that we can finally close Riverside County's digital divide. RivcoConnect is committed to building out Riverside County's high-speed internet infrastructure to employment, education, public safety, health care, entertainment, business, and governmental assistance. Established in 2016 by the Riverside County Board of Supervisors, this multi-

jurisdictional regional project brings together all 28 member cities and participating local tribes to achieve three goals:

1. Build out Riverside County's high-speed information and technology infrastructure.
2. Increase access to affordable and reliable internet for all households.
3. Spark economic growth, business development, and educational innovation.

**Present Situation**

This item is reserved for a presentation from Riverside County Information Technology (RCIT) to provide updates on RivcoConnect and an upcoming broadband convening hosted by RCIT.

**Prior Action(s):**

**April 20, 2023:** The Technical Advisory Committee received and filed.

**November 10, 2021:** The Administration & Finance Committee received and filed.

**Financial Summary:**

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

**Attachment(s):**

None.





# Western Riverside Council of Governments Technical Advisory Committee

## Staff Report

**Subject:** Member Dues Exploration Activities Update  
**Contact:** Christopher Tzeng, Program Manager, [ctzeng@wrcog.us](mailto:ctzeng@wrcog.us), (951) 405-6711  
**Date:** October 19, 2023

### **Recommended Action(s):**

1. Receive and file.

### **Summary:**

Member dues make up one of WRCOG's funds, and one of the Agency's budgeting principles is to focus on the long-term health of each fund. The funds produced by member dues is not sustainable, as they have not been adjusted since Fiscal Year (FY) 2009/2010 when they were reduced by 15%; this was brought forward by staff during the budget process for FY 2023/2024. Staff proposed to begin the member dues discussion and received direction from the Administration & Finance Committee to work with the Technical Advisory Committee (TAC) to explore options. A working group consisting of TAC members has formed to ensure thorough exploration, and that valuable input from members is provided.

### **Purpose / WRCOG 2022-2027 Strategic Plan Goal:**

The purpose of this item is to provide an update on exploring options for WRCOG member dues. This effort aligns with WRCOG 2022-2027 Strategic Plan Goal #3 (Ensure fiscal solvency and stability of the Western Riverside Council of Governments).

### **Discussion:**

#### **Background**

As was previously presented during the budget process for FY 2023/2024, WRCOG total member dues are currently set at \$294k. This is a fixed amount that has not changed since FY 2009/2010, when they were reduced by 15% due to the Great Recession. WRCOG has distributed its dues based on population and assessed value (which is described in the WRCOG Bylaws), similar to what other regional agencies do, such as the Coachella Valley Association of Governments and the Southern California Association of Governments, which calculate and distribute dues based off of population and Assessed Valuation. Others, such as the San Gabriel Valley Council of Governments, calculate its dues based off of its total general operating budget and assign a base fee plus a per capita amount.

WRCOG dues were originally calculated based off a weighted average of population and assessed value for cities and the county, while the water districts and the Riverside County Office of Education used fixed amounts. The weighted average allocation has not been updated, which provides an opportunity to

adjust the allocation among agencies and improve the fairness of the cost. The core figure to be allocated has not been adjusted since 2008. At that time, the amount was decreased in response to global economic conditions but, unlike other fees that were decreased at that time, the fee did not recover as conditions improved. Additionally, the Consumer Price Index has increased approximately 27% in that time and has caused WRCOG to rely more heavily on revenues from other programs to fund core functions.

The table below displays the current dues of each WRCOG member agency that total to \$294,410. These amounts have not been adjusted since FY 2009/2010. The only adjustments made to the overall dues levels have been the addition of the City of Beaumont and the Riverside County Superintendent of Schools, but the Morongo Band of Mission Indians also withdrew its membership from WRCOG. For comparison purposes, the total member dues that WRCOG has collected for years prior to 2009 are provided below. These dollars displayed below are raw dollars and do not account for inflation or any other dollar adjustment.

- FY 2003/2004: \$178,500.00
- FY 2004/2005: \$178,000.00
- FY 2005/2006: \$178,000.00
- FY 2006/2007: \$270,995.00
- FY 2007/2008: \$280,480.00
- FY 2008/2009: \$320,480.00
- FY 2009/2010: \$272,408.00

Jurisdiction	Existing Dues Amount
City of Banning	\$3,941.09
City of Beaumont	\$5,000.00
City of Calimesa	\$1,048.66
City of Canyon Lake	\$1,406.00
City of Corona	\$20,290.33
City of Eastvale	\$7,171.06
City of Hemet	\$9,796.60
City of Jurupa Valley	\$12,710.23
City of Lake Elsinore	\$6,933.35
City of Menifee	\$10,491.09
City of Moreno Valley	\$25,779.51
City of Murrieta	\$3,794.48
City of Norco	\$3,573.45
City of Perris	\$9,215.02
City of Riverside	\$40,512.12
City of San Jacinto	\$5,889.32
City of Temecula	\$3,424.45
City of Wildomar	\$4,297.51
Riverside County Office of Education	\$17,000.00

Eastern Municipal Water District	\$17,000.00
Western Municipal Water District	\$17,000.00
County of Riverside	\$48,135.73
<b>Total</b>	<b>\$294,410.00</b>

**Present Situation**

WRCOG was directed by its Administration & Finance Committee to work with its TAC to explore options. A working group consisting of TAC members has formed through a solicitation from the TAC Chair to ensure thorough exploration and valuable input from members. It is estimated that the working group will meet on a monthly basis through December 2023 to explore options, with recommendations brought forth to the TAC in early 2024. It is anticipated that the working group will explore whether member dues should, among possible options:

1. Remain static until action is taken each year in the budget process,
2. Contain an automatic escalator (fixed percentage, Consumer Price Index, etc.), or
3. Be modeled after the practice of some peer agencies where the Administrative cost is determined each year then allocated among the member agencies in accordance with the prescribed formula.

The goal of WRCOG is to ensure any proposed adjustments to member dues are approved early enough to be accounted for in each member agency's budget process for FY 2024/2025. TAC members who are interested in participating in the working group should reach out to Rod Butler (TAC Chair).

**Prior Action(s):**

**April 20, 2023:** The Technical Advisory Committee received and filed.

**Financial Summary:**

While no proposal to change member dues has been made, if a change is recommended, it will likely begin as early as FY 2024/2025.

**Attachment(s):**

None.