

Administration & Finance Committee

Minutes

1. CALL TO ORDER

The meeting of the WRCOG Administration & Finance Committee was called to order by Chair Crystal Ruiz at 12:00 p.m., on February 8, 2023, in WRCOG's office and on the Zoom platform.

2. PLEDGE OF ALLEGIANCE

Chair Crystal Ruiz led members and guests in the Pledge of Allegiance.

3. ROLL CALL

- City of Corona - Jacque Casillas
- City of Eastvale - Christian Dinco
- City of Jurupa Valley - Chris Barajas
- City of Lake Elsinore - Brian Tisdale
- City of Norco - Kevin Bash
- City of Perris - Rita Rogers
- City of San Jacinto - Crystal Ruiz (Chair)
- County of Riverside, District 2 - Karen Spiegel
- Western Municipal Water District - Brenda Dennstedt*

*Arrived after Roll Call

4. PUBLIC COMMENTS

There were no public comments.

5. **CONSENT CALENDAR** – (District 2 / Jurupa Valley) 9 yes; 0 no; 0 abstention. Items 5.A through 5.D were approved.

A. **Summary Minutes from the December 22, 2022, Administration & Finance Committee Meeting**

Action:

1. Approved the Summary Minutes from the December 22, 2022, Administration & Finance Committee meeting.

B. **Summary Minutes from the December 14, 2022, Administration & Finance Committee Meeting**

Action:

1. Approved the Summary Minutes from the December 14, 2022, Administration & Finance Committee meeting.

C. Finance Department Activities Update

Action:

1. Received and filed.

D. I-REN Program Status and Quarterly Update

Committee Member Karen Spiegel asked for a brief report on Item 5.D.

WRCOG's Casey Dailey responded that the I-REN is in the process of creating a strategic plan for I-REN, and WRCOG and partner COGs will be conducting a survey for elected officials and staff in order for I-REN to develop programs to suit the needs of the member agencies. On February 21, the committee will meet again to discuss 4 contracts for the implementation of new programs.

WRCOG and SBCOG each have 3 individuals representing them, while CVAG has 1 representative from their Energy and Environmental Committee that will carry all 3 votes. I-REN is intended to serve as an infrastructure of programs that will support each member agency equally, similar to WRCOG's Fellowship Program.

Action:

1. Received and filed.

6. REPORTS / DISCUSSION

A. Residential Trip Generation Study Activities Update

WRCOG's Chris Gray presented the findings of the Residential Trip Generation Study, conducted by Fehr & Peers, in response to AB 602, which became effective in 2022 and imposes additional requirements on impact fees. The calculation of impact fees on residential units is based in a per square-foot instead of by dwelling unit. The purpose of this Study was to determine if there is a relationship between single-family residential unit size and trips generated.

The Study looked at single-family homes across the WRCOG subregion. A subset of locations was identified to meet specific study criteria, resulting in 23 locations. StreetLight data was used for all locations and traffic counts were collected for a subset of 8 locations to validate StreetLight data. A key finding was that trips generated do increase with home size up to about 2,500 square feet. Location does not seem to be a factor in the generation of trips as long as the size of the home is the same in both locations. Beyond 2,500 square feet, trips generated are approximately consistent. Based on the findings, it is recommended that the TUMF be updated based on home size. Mr. Gray is currently considering various options on how to implement the findings and calculate fees. The amount will be determined in conjunction with the TUMF Nexus Study update.

Councilmember Jacque Casillas commented that she would like to see another study for units that are 1000 square feet or smaller, to represent affordable housing units.

Mr. Gray mentioned that WRCOG and other agencies have considered having various size brackets, which some of the developers agree with. WRCOG staff is working with Fehr & Peers to conduct a similar study for multi-family to see if the same relationship applies.

Councilmember Christian Dinco asked about the revenue impact in changing from DU to square footage.

Mr. Gray said he is confident they will be able to develop a calculation method that is as close to revenue-neutral as possible.

WRCOG's Casey Dailey noted that he spoke with a few lawmakers from Sacramento who feel that impact fees are a barrier to development and that perhaps the State should limit the amount of impact fees that cities could impose.

Action:

1. Received and filed.

B. Western Riverside County Clean Cities Coalition Update

WRCOG's Taylor York presented an update on Clean Cities Coalition activities that occurred during the fourth quarter of 2022.

The Coalition is moving forward with its work under the Clean Cities Energy and Environmental Justice Initiative (CCEEJ), which is funded through the Justice40 initiative – focusing 40% of federal investment in disadvantaged communities. Coalition staff previously participated in CCEEJ outreach training.

WRCOG was awarded funding to support a Community Engagement Liaison fellow for two years to focus on EEJ-related mobility outreach and engagement in the WRCOG subregion to start in the Spring. Staff is currently preparing the job description.

Because WRCOG prepared a Community Transportation Needs Assessment for focused census tracts in the subregion, WRCOG is now eligible to apply for up to \$1M in funding to deploy solutions that address the identified challenges. Staff is working to identify interests and prepare an application for funding. Staff have also applied for funding to conduct a needs assessment in additional areas of the subregion and are waiting for award results.

Clean Cities staff hosted the first-quarter Coalition meeting on January 31, 2023, at the California Air Resources Board (CARB) facility in Riverside. The meeting began with a tour of the recently completed CARB facility. Following the tour, Coalition staff hosted a facilitated listening session to better understand zero emission vehicle (ZEV) technology challenges, as well as challenges related to state ZEV transition mandates. Discussion provided valuable feedback, which will inform the preparation of the 3-year strategic plan for Coalition work, which will be prepared over the next few months. The next Coalition meeting is scheduled for April 26, 2023.

Between November 14 and 17, 2023, Coalition staff attended the annual Clean Cities Coordinator Training workshop in Denver, CO. The workshop provided training on managing successful Coalitions, and opportunities to share expertise, success stories, and lessons learned. WRCOG staff participated in a panel and discussed the important role of Clean Cities Coalitions in addressing federal equity priorities and examples of how Coalitions are taking on new EEJ-inspired activities.

WRCOG's Casey Dailey reported that Mr. York was recently named the California Representative for the National Clean Cities Coordinating Council.

Actions:

1. Received and filed.

C. City of Corona TUMF Reimbursement Request Prior to Exhaustion of TUMF Credits

Chris Gray presented an item regarding a request from the City of Corona for a TUMF reimbursement related to the I-15 / Cajalco interchange. This request is for a reimbursement for a Credit Agreement prior to the completion of the development component of the project or "exhaustion of credits."

This matter was previously brought back to the Administration & Finance Committee after review by the Public Works and Technical Advisory Committees. Those Committees recommended against approval of this request. The Administration & Finance Committee directed staff to develop a comprehensive policy to address these types of requests and to obtain input from the Northwest TUMF Zone.

Staff developed a comprehensive policy which was presented to the Public Works Committee and Technical Advisory Committees, which considered the item and recommended against Executive Committee approval of such a policy, thereby maintaining the existing policy.

The specific reimbursement item was also considered by the Northwest Zone Technical Advisory Committee and the Northwest Zone Executive Committee, which recommended denial of the reimbursement request.

Brian Milich from Pacific Ventures Management, the developers of the Bedford community, spoke to the council. He mentioned that \$66M have been invested on the Cajalco interchange, and feels that an amendment to the policy for reimbursement is a reasonable request given the magnitude of their investment. The Bedford community is still under construction for about another 5 years. Pacific Ventures Management would greatly benefit from the reimbursement now instead of upon completion, which would then be spread out over a number ensuing of years.

Mr. Gray reported that a very restrictive policy was developed and only very few projects would fit the criteria for early reimbursement. This project is the only one that could apply, but City Mangers and Public Works Directors are worried about a slippery slope. This is a very unique set of circumstances, as the developer built an entire interchange out of their pocket. He reiterated that the developer's request was for \$3-3.5M.

Councilmember Sobek reported that there the misconception that the developers would be reimbursed due to previous conversations where this was alluded to. Unfortunately there was nothing put in writing.

Councilmember Jacque Casillas agreed with Ms. Sobek, and mentions that not honoring this request would stifle future infrastructure P3 partnerships.

Actions:

1. Recommended that the Executive Committee deny a request from the City of Corona to provide a developer reimbursement prior to the exhaustion of TUMF credits.
2. Recommended that the Executive Committee direct staff to maintain the current policy prohibiting

developer reimbursement prior to the exhaustion of TUMF credits

(Lake Elsinore / Jurupa Valley) 7 yes; 0 no; 0 abstention. Item 6.C was approved.

D. Environmental Department Activities Update

WRCOG's Olivia Sanchez provided an update on Solid Waste Committee (SWC) activities from November 16, 2022, meeting. At the SWC meeting, a presentation was provided by the San Gabriel Valley Council of Governments on their edible food recovery program.

WRCOG staff released an RFP for a Regional Food Rescue and Technical Assistance program on December 27, 2022. Proposals were due January 26, 2023. They have received two proposals which are currently under review.

The staff is in the process of applying for the EPA's Recycling Education Outreach grant to create projects that encourage the collection of recyclable materials.

The Used Oil Program is continuing with events whereby residents can dispose of used oil and exchange used oil filters; so far, the Program has exchanged 697 used oil exchanges with 1,308 participants and has 14 more events planned.

The Love Your Neighborhood Program held an online workshop on November 9, 2022, to review the Program, learn how to register clean up events, and review launching of the new website and marketing program.

Actions:

1. Received and filed.

7. REPORT FROM THE COMMITTEE CHAIR

Chair Crystal Ruiz thanked Rita Rogers for taking over Monday's meeting. She was stuck in a snow storm on the way back from Oklahoma.

8. REPORT FROM THE EXECUTIVE DIRECTOR

Dr. Kurt Wilson, WRCOG Executive Director, expressed the appreciation from staff members for the implementation of the classification and compensation study.

9. ITEMS FOR FUTURE AGENDAS

There were no items for future agendas.

10. GENERAL ANNOUNCEMENTS

Councilmember Kevin Bash wanted to make the committee aware of a new bill, AB233. It would require the rider of, or person responsible for, a horse to collect and dispose of any animal waste deposited by that horse.

11. NEXT MEETING

The next Administration & Finance Committee meeting is scheduled for Wednesday, March 8, 2023 at 12:00 p.m., on the Zoom platform with the option for Committee members to attend in person.

12. ADJOURNMENT

The meeting of the Administration & Finance Committee adjourned at 1:21 p.m.