

# Administration & Finance Committee

## Minutes

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### 1. CALL TO ORDER

The meeting of the WRCOG Administration & Finance Committee was called to order by Chair Karen Spiegel at 12:02 p.m., on February 9, 2022, on the Zoom platform.

### 2. PLEDGE OF ALLEGIANCE

Committee member Brenda Dennstedt led members and guests in the Pledge of Allegiance.

### 3. ROLL CALL

- City of Beaumont - Mike Lara
- City of Jurupa Valley - Chris Barajas
- City of Lake Elsinore - Brian Tisdale
- City of Menifee - Matt Liesemeyer
- City of Norco - Kevin Bash\*
- City of Perris - Rita Rogers
- City of San Jacinto - Crystal Ruiz
- City of Wildomar - Ben Benoit
- County of Riverside, District 2 - Karen Spiegel (Chair)
- County of Riverside, District 3 - Chuck Washington
- Western Municipal Water District - Brenda Dennstedt

\*Joined after Roll Call

Steve DeBaun, WRCOG legal counsel, informed the Committee that there is a need to add a requested action to Report Item Number 6.A. The matter being added is the approval of a contract between WRCOG and The Washington Speaker's Bureau, and requires immediate action. This requested action can be added upon approval of 2/3 of the Committee.

#### **Action:**

1. Added a requested action to item 6.A, 2022 General Assembly Community Service Award Selection Guidelines.

(San Jacinto / Jurupa Valley) 10 yes; 0 no; 0 abstention. The addition of this requested action was approved.

### 4. PUBLIC COMMENTS

There were no public comments.

**5. CONSENT CALENDAR** – (Perris / Wildomar) 10 yes; 0 no; 0 abstention. Items 5.A and 5.B were

approved.

#### **A. Summary Minutes from the December 8, 2021, Administration & Finance Committee Meeting**

##### **Action:**

1. Approved the Summary Minutes from the December 8, 2021, Administration & Finance Committee meeting.

#### **B. Fiscal Year 2020/2021 Audit**

##### **Action:**

1. Received and filed.

### **6. REPORTS / DISCUSSION**

#### **A. 2022 General Assembly Community Service Award Selection Guidelines**

Elisa Laurel, WRCOG Program Manager, reported that this year's event will be hosted in person at the Pechanga Resort Casino in Temecula.

The recommended guidelines for this year's Community Service Award recipients is as follows:

- Recipient exhibits exemplary volunteerism
- Recipient is not a current public official
- Recipient is not currently employed by a WRCOG member agency

There are two award categories:

1. Individual and
2. Group (company or organization)

This year's proposed guest speaker is Apple Co-Founder, Steve Wozniak.

##### **Actions:**

1. Approved the Community Service Award selection guidelines.
2. Authorized the Executive Director, upon contract review and approval from legal counsel, to execute a contract between WRCOG and the Washington Speakers Bureau to pursue Apple Co-Founder, Steve Wozniak as this year's General Assembly guest speaker. Approximate speaking fee is \$130,000.

(San Jacinto / Menifee) 11 yes; 0 no; 0 abstention. Items 6.A was approved.

#### **B. I-REN Status and Activities Updates**

Casey Dailey, WRCOG's Director of Energy & Environmental Programs, reported that I-REN's Business Plan and budget was approved by the California Public Utilities Commission (CPUC) in the amount of \$65 million for years 2022 – 2027.

For those jurisdictions which opt-in to participate in I-REN, staff have identified approximately \$25,000 each year for technical services, as well as access to Building Upgrade Concierge, energy modeling services, bench marking, and quarterly Title 24 training.

Staff is working on a Memorandum of Agreement (MOA) with the Coachella Valley Association of Governments (CVAG) and the San Bernardino Council of Governments (SBCOG), a Governance and Operations Charter, and a Program Agreement with SoCal Gas. The MOA and Charter will be presented to committees in the future once completed. Staff desires to model the WRCOG Fellowship Program for an I-REN Intern Program (REN-terns) in which interns will be housed at member agency locations.

I-REN is required by the CPUC to file a Joint Cooperation Memorandum, which was filed in January 2022. Today's requested action, if approved, will provide for the preparation and filing of an Implementation Plan. A Program Agreement amongst the Investor-Owned Utilities (IOUs - SCE and the SoCal Gas) will be brought forward in the near future. An Annual Budget Advice Letter is not due until September 2023, and is required by all RENs operating throughout the state.

Working groups for each sector of the Program need to be created. An I-REN Executive Committee needs to be created, which will include as many as three elected officials from each COG. These matters will be presented during a future meeting.

Committee member Chuck Washington asked if the Executive Director has had a chance to review the proposals.

Dr. Wilson, WRCOG Executive Director, responded that he has had a chance to review the proposals. This Program has had a significant amount of vetting, particularly regarding financial risk. Unlike other WRCOG programs, I-REN is 100% funded through the CPUC.

**Action:**

1. Recommended that the Executive Committee approve a Professional Services Agreement between WRCOG and Frontier Energy, Inc., for Inland Regional Energy Network Implementation Plan Development and Programs Launch for a not to exceed amount of \$793,701.

(San Jacinto / Jurupa Valley) 10 yes; 0 no; 0 abstention. Item 6.B was approved.

**C. 2nd Quarter Draft Budget Amendment for Fiscal Year 2021/2022**

Andrew Ruiz, WRCOG's Chief Financial Officer, reported that WRCOG had two major amendments during the 2nd quarter – HERO Legal Expenses and the I-REN budget.

Legal expenses for the HERO Program were higher than originally anticipated. WRCOG's partner in the Program declared bankruptcy in December 2020, causing a drastic increase in legal expenses for the Program. With the increase in revenues from early payoffs of assessments, there will be a total net increase in revenues of \$30k for the Program.

WRCOG's I-REN has received budget approval by the CPUC for a six-year, \$65 million budget. The budget amendment for the remainder of FY 2021/2022 is approximately \$5 million, but the full annual budget for the I-REN is over \$10 million.

Any unspent funds from any calendar year can be rolled over to the next until the program cycle ends, which is 2027.

**Action:**

1. Recommended that the Executive Committee approve the 2nd Quarter draft Budget Amendment for Fiscal Year 2021/2022.

(Perris / San Jacinto) 10 yes; 0 no; 0 abstention. Item 6.C was approved.

**7. REPORT FROM THE EXECUTIVE COMMITTEE CHAIR**

Chair Spiegel reported that her goal this year is to work towards bringing WRCOG back into the positive light that it should be in.

**8. REPORT FROM THE EXECUTIVE DIRECTOR**

Dr. Wilson reported that staff are committed to maximizing the value WRCOG brings to its member agencies, as well as the pride the member agencies have in being associated with WRCOG.

WRCOG is in the midst of a Classification & Compensation study.

Lastly, questions or concerns regarding General Assembly should be directed to either Dr. Wilson or Chair Spiegel.

**9. ITEMS FOR FUTURE AGENDAS**

Committee member Brenda Dennstedt would like a discussion on returning to in-person meetings.

Chair Spiegel indicated that this discussion should occur at the next Executive Committee meeting.

**10. GENERAL ANNOUNCEMENTS**

There were no general announcements.

**11. CLOSED SESSION**

- CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION PURSUANT TO SECTION 54956.9(d)(1): Case Numbers
  - RIC1707201 c/w RIC1712042 (Urban Logic)
  - RIC2002983 (AIG)
  - RIC1904645 (Norton Rose)

There were no reportable actions.

**12. NEXT MEETING**

The next Administration & Finance Committee meeting is scheduled for Wednesday, March 9, 2022, at 12:00 p.m., on the Zoom platform.

### **13. ADJOURNMENT**

The meeting of the Administration & Finance Committee adjourned at 1:34 p.m.