

Administration & Finance Committee

Minutes

1. CALL TO ORDER

The meeting of the WRCOG Administration & Finance Committee was called to order by Chair Karen Spiegel at 12:00 p.m., on March 9, 2022, on the Zoom platform.

2. PLEDGE OF ALLEGIANCE

Committee member Mike Lara 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

4. PUBLIC COMMENTS

There were no public comments.

5. CONSENT CALENDAR – (San Jacinto / Perris) 10 yes; 0 no; 0 abstention. Items 5.A through 5.C were approved.

A. Summary Minutes from the February 9, 2022, Administration & Finance Committee Meeting

Action:

1. Approved the Summary Minutes from the February 9, 2022, Administration & Finance Committee meeting.

B. Finance Department Activities Update

Action:

1. Received and filed.

C. Clean Cities Program Activities Update - Results of On-Call Planning Services RFP No. 21-07

Actions:

1. Authorized the Executive Director to enter into an On-Call Clean Cities Professional Services Agreement between WRCOG and Kearns & West, Inc., for a period ending June 30, 2023, in a not to exceed amount of \$60,000.
2. Authorize the Executive Director to enter into an On-Call Clean Cities Professional Services Agreement between WRCOG and Estolano Advisors for a period ending June 30, 2023, in a not to exceed amount of \$20,000.

6. REPORTS / DISCUSSION

A. I-REN Status and Activities Update

Casey Dailey, WRCOG Director of Energy & Environmental Programs, reported that the I-REN Team has been working on a Memorandum of Agreement (MOA), a Program Agreement (PA), and a Governance & Operations Charter. Staff are waiting for SoCal Gas Company to finalize its review of the PA. The PA will establish invoicing parameters and eligible costs. SoCal Gas is the fiscal agent, as dictated by the California Public Utilities Commission. Staff anticipates bringing the MOA and PA to the committees in April 2022.

I-REN will consist of coordinating committees in the Codes & Standards, Public, and Workforce, Education & Training Sectors.

The I-REN Governance & Operations Charter establishes WRCOG as the lead administrative COG for I-REN operations; creates an Executive Committee; and sector-specific working groups.

The Charter establishes processes and channels for effective and transparent communication and decision making, and will accommodate future expansion of programs.

The I-REN Executive Committee will be a Brown Act Committee and will meet on a quarterly basis. The Committee would consist of three elected officials from each member COG and could be formed using one of these options: by nomination, by appointment, or by a volunteer and selection process.

WRCOG would serve as the administrative lead, purchasing and contracting manager, primary regulatory contact manager, and oversee day-to-day operations. Each COG will provide one Program Manager to serve as the lead person for that COG.

Each program will have a Program Team which will include at least one representative from each COG member, as well as consultants and/or technical assistance providers and industry specialists, for each sector.

Committee members Chris Barajas and Crystal Ruiz volunteered to participate on the I-REN Executive Committee.

Action:

1. Recommended that the Executive Committee approve the Governance & Operations Charter for the I-REN Program for incorporation into the Memorandum of Agreement once completed.

(San Jacinto / Jurupa Valley) 10 yes; 0 no; 1 abstention. Item 6.A was approved. WMWD abstained.

B. PACE Legal Services

Steve DeBaun, WRCOG legal counsel, indicated that his firm has submitted a proposal for this item and therefore excused himself from the room for the discussion of the item.

Casey Dailey, WRCOG Director of Energy & Environmental Programs, reported that since 2015, Best Best & Krieger (BB&K) has served as legal support of the statewide PACE Program, specifically bond, special, and disclosure counsel and public finance legal services. In accordance with WRCOG's Purchasing and Procurement Policy, a Request for Proposal (RFP) was issued to identify potential firms with relevant knowledge and experience to provide administrative and legal services for WRCOG's PACE Programs. One proposal was submitted by BB&K.

An evaluation committee was formed and recommended that staff re-advertise the RFP to allow for additional legal firms to propose. Two proposals were submitted, one by BB&K and one by Stradling Yocca Carlson & Rauth.

After the evaluation of both proposals, members of the evaluation committee recommended BB&K for PACE Administrative and Legal Services, as BB&K is knowledgeable in WRCOG's PACE Programs and their price is reasonable compared to the other provider.

Committee member Brian Tisdale expressed concern in not knowing any dollar amounts, and asked if BB&K's proposal higher than what they were already doing.

Mr. Dailey responded that the total costs for BB&K is approximately \$680,000, but that number will fluctuate (decrease) based upon the total number of active and outstanding assessments. Stradling's proposed costs ranged from \$1.17 million to \$1.46 million for the same services.

Action:

1. Recommended that the Executive Committee select BB&K to provide Administrative and Legal Services for PACE Programs.

(San Jacinto / Jurupa Valley) 11 yes; 0 no; 0 abstention. Item 6.B was approved.

C. Commercial PACE Activities Update

Casey Dailey, WRCOG Director of Energy & Environmental Programs, reported that since 2018, Commercial PACE (C-PACE) Program grew rapidly throughout the country. WRCOG's authorized C-PACE Program Administrators include Nuveen Green Capital, CleanFund Commercial PACE Capital, and Twain Financial Partners Holding. During Fiscal Year (FY) 2020/2021, WRCOG's C-PACE Program financed 11 projects for \$79 million covering various energy efficiency, renewable systems and refinance projects. Of this amount, \$8 million was used in local projects in the Cities of Corona and Murrieta.

In FY 2021/2022, through the month of February, 10 projects have been financed with an additional seven projects scheduled to close by the end of the Fiscal Year, totaling over \$143 million. One of the

seven closed projects is located in the City of Temecula.

Philippe Hartley, General Manager and Managing Director of Clean Financing, a direct funder of these projects mentioned today. Mr. Hartley supports the approval of C-PACE funding, as there is a tremendous opportunity to help the communities given WRCOG's geographic coverage.

Action:

1. Received and filed.

D. 2022 General Assembly Activities Update

Elisa Laurel, WRCOG Public Information Officer, announced that Steve Wozniak, Co-Founder, Apple Computer Inc., has accepted WRCOG's offer as this year's 31st Annual General Assembly guest speaker. This year's theme, *Innovation is Inland*, ties to the core value areas of WRCOG's recently adopted Strategic Plan.

Community Service Awards are typically awarded to members of the community who go above and beyond in community service.

The nomination period is now open and member agencies' elected officials and City Managers will be notified by WRCOG staff regarding submissions. The deadline for nominations is Friday, April 8, 2022 (end of business day).

Action:

1. Received and filed.

7. REPORT FROM THE EXECUTIVE COMMITTEE CHAIR

Chair Spiegel thanked staff for looking deeper regarding today's presentations.

8. REPORT FROM THE EXECUTIVE DIRECTOR

Dr. Wilson reported that staff are working on preparing member binders that will be distributed to Executive Committee members, and will include Agency programmatic information.

9. ITEMS FOR FUTURE AGENDAS

There were no requests for items for future agendas.

10. GENERAL ANNOUNCEMENTS

There were no general announcements.

11. NEXT MEETING

The next Administration & Finance Committee meeting is scheduled for Wednesday, April 13, 2022, at 12:00 p.m., on the Zoom platform with the option to attend in person.

12. ADJOURNMENT

The meeting of the Administration & Finance Committee adjourned at 1:03 p.m.