



Western Riverside Council Of Governments

General Assembly Business Session

AGENDA

Thursday, June 25, 2009

6:30 p.m.

Morongo Casino, Resort & Spa
2nd Floor Ballroom
Cabazon, CA

In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in the General Assembly meeting, please contact WRCOG at (951) 955-8320. 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 4080 Lemon Street, 3rd Floor, Riverside, CA, 92501.

1. Public Comments

At this time members of the public can address the General Assembly regarding any items with the subject matter jurisdiction of the Assembly 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 Assembly in writing and only pertinent points presented orally.

2. Approval of Minutes from the June 19, 2008, General Assembly P. 1

Requested Action: 1. Approve Minutes from the June 19, 2008, General Assembly.

3. Approval of WRCOG Fiscal Year 2009/2010 Budget P. 5

Requested Action: 1. Adopt the WRCOG Agency Budget for FY 2009/2010.

4. Selection of WRCOG Executive Committee Chair, Vice-Chair, and Second Vice-Chair for Fiscal Year 2009/2010

Requested Actions:

1. Appoint Robin Lowe, Council Member, City of Hemet, as WRCOG Executive Committee Chair for Fiscal Year 2009/2010.
2. Appoint Frank Hall, Council Member, City of Norco, as WRCOG Executive Committee Vice-Chair for Fiscal Year 2009/2010.
3. Appoint Kelly Bennett, Mayor Pro Tem, City of Murrieta, as WRCOG Executive Committee 2nd Vice-Chair for Fiscal Year 2009/2010.

5. Awards and Recognitions

- *Norton Younglove Air Quality Award*

Supervisor Roy Wilson

- *Patricia Ann Wilson Award for Outstanding Community Service*

Jamil Dada

- *WRCOG Technical Committee Chairs for FY 2008/2009*

Gary Christmas, WRCOG Technical Advisory Committee

John Terell, WRCOG Planning Directors' Committee

Kip Field, WRCOG Public Works Committee

6. Adjourn

1. **PUBLIC COMMENTS**

There were no public comments at this meeting.

2. **APPROVAL OF MINUTES FROM THE JUNE 21, 2007, GENERAL ASSEMBLY**

Action: 1. *Approved.*

3. **APPROVAL OF WRCOG FISCAL YEAR 2008/2009 BUDGET**

Action: 1. *Approved.*

4. **AWARDS AND RECOGNITIONS**

Action: 1. *Awards were presented to the following individuals:*

- Award for Distinguished Service
Larry Parrish, County Executive Officer, County of Riverside
- Norton Younglove Air Quality Award
Barry R. Wallerstein, D. Env., Executive Officer, South Coast Air Quality Management District
- Patricia Ann Wilson Award for Outstanding Community Service
Robert A. Wolf, President Emeritus, Germania Corporation
- WRCOG Technical Committee Chairs for FY 2007/2008
Shawn Nelson, WRCOG Technical Advisory Chair
Juan Perez, WRCOG Public Works Committee
John Terrell, WRCOG Planning Directors Committee

5. **SELECTION OF EXECUTIVE COMMITTEE CHAIR, VICE-CHAIR, AND SECOND VICE-CHAIR FOR FISCAL YEAR 2008/2009**

Actions:

1. *Appointed Jeff Stone, Supervisor, County of Riverside, as the WRCOG Executive Committee Chair for Fiscal Year 2008/2009.*
2. *Appointed C. Robin Reeser Lower, Council Member, City of Hemet, as the WRCOG Executive Committee Vice-Chair for Fiscal Year 2008/2009.*
3. *Appointed John Zaitz, Mayor Pro Tem, City of Canyon Lake, as the WRCOG Executive Committee Second Vice-Chair for Fiscal Year 2008/2009.*

6. **ADJOURNMENT:** **The meeting adjourned at 8:50 p.m.**

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Western Riverside Council of Governments General Assembly

Staff Report

Subject: Approval of WRCOG Fiscal Year 2009/2010 Budget

Contact: Scott Higginbotham, Controller (higginbotham@wrcog.cog.ca.us), (951) 955-8310

Date: June 25, 2009

The attached Budget Summary for FY 2009/2010 reflects the anticipated revenues and expenditures for the fiscal year, based upon known factors such as re-occurring contracts, grants, fixed costs, one-time expenditures and salaries and benefits. While taking the above into consideration, WRCOG has proposed an overall reduction in expenditures by \$363,190.07, or 9.03%.

The Agency FY 2009/10 budget was previously reviewed by the WRCOG Committee structure as listed below. Per WRCOG’s Joint Powers Agreement, the General Assembly is responsible for adopting the final Agency budget.

- April 16: Technical Advisory Committee – Received report; recommended 15% dues reduction.
- May 11: Executive Committee – Received report.
- May 13: Administration & Finance Committee – Approved Draft Budget.
- May 21: Technical Advisory Committee – Approved Draft Budget.
- June 8: Executive Committee – Approved Draft Budget.

Requested Action: 1. *Adopt the WRCOG Agency Budget for FY 2009/2010.*

Attachment: 1. WRCOG Agency Budget Summary for FY 2009/2010.

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FY 2009/2010 BUDGET SUMMARY

**WESTERN RIVERSIDE COUNCIL OF GOVERNMENTS
PROPOSED BUDGET - TOTAL AGENCY
FOR YEAR ENDING JUNE 2010**

	FY 2008/2009 3rd Qtr Budget	ADJUSTMENTS	FY 2009/2010 Budget Summary	
WRCOG TOTALS				
REVENUES				
41201 Recycling Cooperative Grant	95,297.00	-	95,297.00	
41201 Recycling - Other Grants	124,000.00	(74,000.00)	50,000.00	1
41201 DOC - Litter	255,337.00	(154,000.00)	101,337.00	2
41401 Used Oil Opportunity Grants	63,044.00	(63,044.00)	-	3
41401 Used Oil Block Grant	235,000.00	(120,000.00)	115,000.00	4
41601 SCAQMD	-	-	-	
41402 Air Quality - Clean Cities	126,000.00	(10,000.00)	116,000.00	5
41402 Air Quality - Other	57,500.00	(20,000.00)	37,500.00	6
41301 SCAG	112,500.00	(12,500.00)	100,000.00	7
41901 Planning - Other Revenues	151,920.00	(65,750.00)	86,170.00	8
41701 LTF	317,000.00	167,000.00	484,000.00	9
42001 TUMF Revenue	1,350,000.00	(600,000.00)	750,000.00	10
42001 Transportation - Other Revenue	-	-	-	
42003 MSHCP	-	-	-	
Subtotal Intergovernmental Revenues	2,887,598.00	(952,294.00)	1,935,304.00	
Other Revenues				
40001 Member Dues	320,480.00	(48,072.00)	272,408.00	11
42002 Misc. Revenue	25,000.00	(25,000.00)	-	12
49001 Interest Revenue - Fund 110 General Fund	-	-	-	
49001 Interest Revenue - Fund 210 LTF	-	-	-	
49001 Interest Revenue - Recycling	-	-	-	
49002 Fund Balance/Carryover	966,940.20	548,363.00	1,515,303.20	13
Subtotal Other Revenues	1,312,420.20	475,291.00	1,787,711.20	
TOTAL REVENUES	4,200,018.20	(477,003.00)	3,723,015.20	

EXPENDITURES

SALARIES & EMPLOYEE BENEFITS

60000 Salaries & Wages

60001 Salaries & Wages Fulltime	1,426,840.47	0.01	1,426,840.48	
60008 Jury Duty	-	-	-	
60010 Salaries & Benefits Temporary	-	-	-	
61000 Fringe Benefits	576,958.21	(0.00)	576,958.21	
61001 Retirement	-	-	-	

SERVICES & SUPPLIES

65000 Professional Services

65101 General Legal Services	230,252.42	(104,760.42)	125,492.00	14
65302 Financial Advisory	-	-	-	
65401 Audit Fees	65,000.00	-	65,000.00	
65406 Accounting Services - Other	-	-	-	
65505 Bank Fees	504.00	(304.00)	200.00	15
65506 Legislative Advocate	-	-	-	
65507 Committee Per Diem	38,600.00	11,500.00	50,100.00	16
65520 Prof Svcs - Other	-	-	-	

73100 Office / Program Expenses

73001 Office Lease	121,354.48	2,416.34	123,770.82	17
73101 Special Mail Svcs	3,200.00	(300.00)	2,900.00	18
73102 Parking Validations	150.00	150.00	300.00	19
73103 Parking Lot Rentals	-	-	-	
73104 Staff Recognition	400.00	(250.00)	150.00	20
73106 Coffee and Supplies	100.00	-	100.00	
73107 Event Support	174,525.00	(23,100.00)	151,425.00	21
73108 General Supplies	17,275.00	(2,390.00)	14,885.00	22
73109 Computer Supplies	22,650.00	(3,150.00)	19,500.00	23
73110 Computer Software	5,784.67	(2,350.00)	3,434.67	24
73111 Rent/Lease Equipment	30,446.00	2,264.00	32,710.00	25
73113 Membership Dues	12,104.00	1,360.00	13,464.00	26
73114 Subscriptions and Publications	950.00	(100.00)	850.00	27
73115 Mtg Support/Svcs	9,050.00	2,950.00	12,000.00	28
73116 Postage	21,010.00	(6,200.00)	14,810.00	29

	FY 2008/2009 3rd Qtr Budget	ADJUSTMENTS	FY 2009/2010 Budget Summary	
73117 Other Expenses	33,770.00	(16,100.00)	17,670.00	30
73119 Storage	13,152.00	(9,952.00)	3,200.00	31
73120 Printing Service	38,550.00	(10,800.00)	27,750.00	32
73121 Public Notices	500.00	(500.00)	-	33
73200 Communications	-	-	-	
73201 Regular phone	2,350.00	(300.00)	2,050.00	34
73203 Long distance	1,400.00	100.00	1,500.00	35
73204 Cellular phone	4,950.00	(50.00)	4,900.00	36
73206 Computer Data Lines	18,724.00	5,300.00	24,024.00	37
73209 Web Site	29,740.00	(17,750.00)	11,990.00	38
73300 Equipment	-	-	-	
73301 Maint - General	19,924.00	(1,324.00)	18,600.00	39
73400 Insurance	-	-	-	
73405 General Business	65,991.00	1,220.00	67,211.00	40
73500 Other Charges	-	-	-	
73502 County RIFMIS Charges	3,500.00	-	3,500.00	
73600 Seminars, Conferences & Travel	-	-	-	
73601 Seminar/Conferences	11,185.00	(2,055.00)	9,130.00	41
73611 Travel - Mileage Reimburse	12,511.00	1,000.00	13,511.00	42
73612 Travel - Ground Transportation	2,555.00	(305.00)	2,250.00	43
73613 Travel - Airfare	13,655.00	(2,305.00)	11,350.00	44
73620 Lodging	13,514.00	(1,914.00)	11,600.00	45
73630 Meals	4,160.00	(800.00)	3,360.00	46
73640 Other Incidentals	3,411.00	(1,711.00)	1,700.00	47
73650 Training	3,250.00	(2,300.00)	950.00	48
73700 Information/Publicity	-	-	-	
73703 Marketing Materials/Supplies/Brochures	108,159.00	(14,900.00)	93,259.00	49
73704 Advertising Media - Newspaper Ads	60,990.00	(10,455.00)	50,535.00	50
73705 Advertising - Billboard Ads	37,000.00	(12,000.00)	25,000.00	51
73706 Advertisement - TV & Radio Ads	54,160.00	(500.00)	53,660.00	52
Project Expenses	-	-	-	
85101 Outside Consultants	687,485.00	(175,435.00)	512,050.00	53
85102 Outside Consultants Expenses	10,000.00	(3,000.00)	7,000.00	54
85170 Program Equipment Purchased	-	-	-	
CAPITAL OUTLAY	-	-	-	
90101 Computer Equipment Purchased	6,800.00	(90.00)	6,710.00	55
90201 Office Equipment Purchased	-	36,000.00	36,000.00	56
90301 Office Furniture Purchased	2,000.00	-	2,000.00	
90501 Office Improvements	-	-	-	
Total Expenditures	4,020,540.25	(363,190.07)	3,657,350.18	
G&A Allocations	179,477.95	(113,812.93)	65,665.02	

FY 2009/2010 BUDGET SUMMARY

Notes: The following provides a summary explanation of variances from the FY 2008/09 3rd Qtr Budget

Adjustment #

1	\$	(74,000.00)	HHW 16th Cycle of (\$55K) was expended of actuals in FY 2008/09 of a multi-year grant and the non-renewal of Burrtec - Fontana.
2	\$	(154,000.00)	Adj to Cleanest Crnty Rev of (\$10K); Multi Fam SJ, Tem. Banning (\$104K) & Multi Fam Riv (\$40K) funding reclassified to fund bal.
3	\$	(63,044.00)	U.O. Opportunity of (\$23,044.00) was expended in FY 2008/09, with balance of \$40K reclassified to fund bal.
4	\$	(120,000.00)	Adj to U.O. Blk 14th of (\$75K) to fund bal. U.O. Blk 15th of (\$45K) was expended in FY 2008/09.
5	\$	(10,000.00)	Clean Cities estimated revenues based on anticipated memberships.
6	\$	(20,000.00)	Clean Cities estimated revenues based on anticipated sponsors for ATC.
7	\$	(12,500.00)	Reduction to SCAG projects anticipated to be awarded for FY 2009/10.
8	\$	(65,750.00)	Adjustment to IRP program for expended revenues of (\$68,350) in FY 2008/09. Incr. to Canyon Lk GIS for \$2,500.
9	\$	167,000.00	LTF requirements are: CDR \$25K; IRP \$68K; SCAG \$38K; Clean Cities \$36K.
10	\$	(600,000.00)	TUMF program expended \$600K in TUMF Funds during FY 2008/09.
11	\$	(48,072.00)	15% reduction to WRCOG membership dues as recommended by WRCOG TAC.
12	\$	(25,000.00)	Removal of R.W. Beck Consulting reimbursement from local jurisdictions for electrical restructuring.
13	\$	548,363.00	Following adj to programs anticipated needs and expenditures +/- of Fund Bal: TUMF Prog \$350,000; LTF Prog (\$125,000); Planning Prog (\$98,737); GIS (\$2,900); Environmental Prog \$420,000.
	\$	(477,003.00)	- Total revenue delta from 3rd Qtr. FY 2008/09 budget.
14	\$	(104,760.42)	Decrease based upon realized and anticipated removal of one time expenditures for TUMF, Red Team and day to day operations.
15	\$	(304.00)	Decrease based upon actual expenses in FY 2008/09.
16	\$	11,500.00	Based upon full attendance of electeds to Admin/Finance & Executive Comm. Add'l meetings added per Admin/Finance Action (\$9
17	\$	2,416.34	Increase based upon 3% maximum cap per lease agreement.
18	\$	(300.00)	Decrease based upon actual expenses in FY 2008/09.
19	\$	150.00	Increase based upon actual expenses in FY 2008/09.
20	\$	(250.00)	Decrease based upon anticipated expenses in FY 2009/10.
21	\$	(23,100.00)	Decrease based upon anticipated expenses in FY 2009/10.
22	\$	(2,390.00)	Decrease based upon actual expenses in FY 2008/09.
23	\$	(3,150.00)	Decrease based upon actual expenses in FY 2008/09.
24	\$	(2,350.00)	Decrease based upon actual expenses in FY 2008/09.
25	\$	2,264.00	Increase based upon actual expenses in FY 2008/09.
26	\$	1,360.00	Increase based upon the addition of Water Task Force and CALCOG annual increase.
27	\$	(100.00)	Decrease based upon anticipated expenses in FY 2009/10.
28	\$	2,950.00	Increase based upon actual expenses in FY 2008/09.
29	\$	(6,200.00)	Decrease based upon anticipated expenses in FY 2009/10.
30	\$	(16,100.00)	Decrease based upon anticipated expenses in FY 2009/10.
31	\$	(9,952.00)	Decrease based upon anticipated expenses in FY 2009/10.
32	\$	(10,800.00)	Decrease based upon anticipated expenses in FY 2009/10.
33	\$	(500.00)	Decrease based upon anticipated expenses in FY 2009/10.
34	\$	(300.00)	Decrease based upon actual expenses in FY 2008/09.
35	\$	100.00	Increase based upon actual expenses in FY 2008/09.
36	\$	(50.00)	Decrease based upon actual expenses in FY 2008/09.
37	\$	5,300.00	Increase based upon actual expenses in FY 2008/09.
38	\$	(17,750.00)	Decrease based upon anticipated expenses in FY 2009/10.
39	\$	(1,324.00)	Decrease based upon actual expenses in FY 2008/09.
40	\$	1,220.00	Increase based upon anticipated increases to Insurance.
41	\$	(2,055.00)	Decrease based upon anticipated expenses in FY 2009/10.
42	\$	1,000.00	Increase based upon actual expenses in FY 2008/09.
43	\$	(305.00)	Decrease based upon anticipated expenses in FY 2009/10.
44	\$	(2,305.00)	Decrease based upon anticipated expenses in FY 2009/10.
45	\$	(1,914.00)	Decrease based upon anticipated expenses in FY 2009/10.
46	\$	(800.00)	Decrease based upon anticipated expenses in FY 2009/10.
47	\$	(1,711.00)	Decrease based upon anticipated expenses in FY 2009/10.
48	\$	(2,300.00)	Decrease based upon anticipated expenses in FY 2009/10.
49	\$	(14,900.00)	Decrease based upon anticipated expenses in FY 2009/10.
50	\$	(10,455.00)	Decrease based upon anticipated expenses in FY 2009/10.
51	\$	(12,000.00)	Decrease based upon anticipated expenses in FY 2009/10.
52	\$	(500.00)	Decrease based upon anticipated expenses in FY 2009/10.
53	\$	(175,435.00)	Based upon known cost as of 4/1/2009.
54	\$	(3,000.00)	Decrease based upon actual expenses in FY 2008/09.
55	\$	(90.00)	Based upon known cost as of 4/1/2009.
55	\$	36,000.00	Based upon anticipated grant funding for Clean Cities.
	\$	(363,190.07)	- Total expenditures delta from FY 2008/09 3rd Qtr Budget

Net Variance \$ (113,812.93)