

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



ITEM: 3.1
(ID # 25477)

MEETING DATE:

Tuesday, July 02, 2024

FROM : BOS DISTRICT 2

SUBJECT: BOS DISTRICT 2: Temescal Valley Fiscal Analysis and Community Needs Assessment [\$30,000].

RECOMMENDED MOTION: That the Board of Supervisors:

1. Initiate a Temescal Valley Fiscal Analysis and Community Needs Assessment.
2. Approve and authorize the Purchasing Agent to sign a Services Agreement with Webb Municipal Finance, LLC on behalf of the County and as approved to form by County Counsel; from July 1, 2024, through July 1, 2025 for the total amount of \$30,000.
3. Authorize the Purchasing Agent, in accordance with Ordinance 459, based on the availability of fiscal funding and as approved as to form by County Counsel to: sign amendments that exercise the options of the Agreement, including modifications of the statement of work that stay within the intent of the Agreement; and issue Purchase Orders for the goods and/or services that do not exceed the approved amounts.
4. Authorize use of \$30,000 from the Temescal Valley Community Funds administered by the Department of Environmental Health for this assessment.
5. Direct the Executive Office to oversee the Webb contract and coordinate public outreach with District 2 staff and the Temescal Valley Municipal Advisory Council (MAC) in order to receive input on the Assessment.

ACTION:Policy


Supervisor Karen Spiegel, Supervisor 2nd District 6/27/2024

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Spiegel, seconded by Supervisor Perez and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Spiegel, Washington, Perez and Gutierrez
Nays: None
Absent: None
Date: July 2, 2024
xc: BOS-Dist. 2, E.O., MAC

Kimberly A. Rector
Clerk of the Board

By: 
Deputy

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FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$30,000	\$0	\$30,000	\$0
NET COUNTY COST	N/A	\$0	N/A	\$0
SOURCE OF FUNDS: Temescal Valley Community Fund: 11114 (100%)			Budget Adjustment: No	
			For Fiscal Year: 24/25	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Temescal Valley community sits astride Interstate 15 within Temescal Canyon, bordering the Cleveland National Forest, community of El Cerrito, and the Cities of Lake Elsinore and Corona. With a growing population (28,227 in the 2022 American Community Survey), this unincorporated community has a rich history and strong sense of community identity. The community over the years has expressed an interest in being able to possibly become a city at some future point.

The pursuit of cityhood is an involved and complex process with various steps along the way, including an application to LAFCO, detailed fiscal and service studies, and ultimately a vote of the people in that community. The Temescal Valley Fiscal Analysis and Community Needs Assessment is meant to provide an initial high-level fiscal review that can serve as a baseline for future work, should the community be interested in pursuing that further. The Assessment is intended to estimate revenues from various taxes and fees such as property tax, sales tax, vehicle fees, etc., as well as estimated cost of services to the community.

Additionally, this Assessment is meant to provide information to the County on community services and infrastructure needs that are identified through community input. Working with the MAC, the Executive Office and Webb Associates will prepare a survey to solicit community feedback, building upon our past Unincorporated Communities Initiative (UCI) survey efforts. This information will be helpful to the County as we consider future investment decisions in the Temescal Valley as part of our budget and UCI expenditure process.

On June 22, 2004, Agenda Item 3.1, the Board of Supervisors approved Resolution 2004-285 establishing the Temescal Valley Community Fund. The funds are to be used to the benefit of the residents of the Temescal Valley Community. The Second District desires to use \$30,000 of the Temescal Valley Community Fund for this work. Webb Municipal Finance, LLC has extensive experience in performing a variety of fiscal studies for government entities.

Impact on Residents and Businesses

This Assessment will benefit the residents and businesses of the Temescal Valley in providing high-level information of the current financial status to be independently

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governed if they choose to move forward with such a desire, as well as providing the County with actionable data to help guide future expenditure of funds in the community.

Additional Fiscal Information

The settlement agreement and resolution establishing the Temescal Valley Community Fund in 2004 called for the Department of Environmental Health (DEH) to be the custodian of this special revenue fund. The sum of \$30,000 from this fund will be transferred to the Executive Office for administration of the Webb contract.

June 24, 2024

Mr. Philip Paule
Mr. Juan Perez
County of Riverside
4080 Lemon Street, 5th Floor
Riverside, CA 92501

RE: Temescal Valley Fiscal Analysis and Community Needs Assessment

Dear Philip and Juan:

Webb Municipal Finance (WMF) is pleased to submit this proposal to prepare a Fiscal Analysis and Community Needs Assessment for the Temescal Valley area within unincorporated Riverside County which we anticipate commencing during the second quarter of 2024 with completion estimated in the fourth quarter of 2024. This Assessment is intended to provide an initial, high-level fiscal analysis of the estimated revenues and service costs in the Temescal Valley community. It will also provide supporting documentation to assist in developing a community needs survey/assessment.

Below is a summary of our proposed Scope of Services for the proposed preliminary Fiscal Analysis and Community Needs Assessment:

Phase 1 – Establish Project Goals and Objectives

- 1.1 WMF will work to establish lines of communication and gain understanding of the specific goals, components, and criteria to meet the community's needs. As needed, we will meet with the Municipal Advisory Committee and the community to identify the needs of the project.
- 1.2 WMF will outline the process leading toward the Fiscal Analysis and Community Needs Assessment Report, including the consideration of review and input from the Municipal Advisory Committee and the community.
- 1.3 WMF will identify the project area.
- 1.4 WMF will develop a project schedule and milestones to set the final baseline schedule during the initial project kick-off process. The baseline schedule will be monitored and tracked by our team to meet the project milestones and manage critical path items.

Phase 2 – Preliminary Fiscal Analysis and Community Needs Assessment

- 2.1 Data Collection and Research - WMF will collect, and review data provided by the Municipal Advisory Committee and the community, the latest assessor's parcel maps, and equalized tax roll

information from the Riverside County Assessor's Office, and Geographic Information System (GIS) shape files using our in-house GIS platform.

- 2.2 Parcel Database - WMF will develop a parcel database of properties that can be included within the project area, based on the decisions made in Phase 1.
- 2.3 Revenue Estimation - WMF will estimate revenues for the project area from various taxes and fees such as property tax, sales tax, vehicle fees, etc. We will also estimate other recurring revenues to development, if applicable, based on accepted methodologies and information provided by the Municipal Advisory Committee and the community supporting this estimate.
- 2.4 Cost Estimation - WMF will estimate the cost of services for the project area including costs related to fire-fighting, police, and various other costs. We will allocate the cost to the project area based on accepted methodologies and information from the Municipal Advisory Committee supporting these estimates.
- 2.5 Net Fiscal Impact Determination - WMF will estimate the fiscal impacts to the proposed project area. WMF will prepare a financial model that will evaluate the estimated annual revenues to be produced by and estimated annual expenditures that will be required by the project area. Through this analysis, WMF will estimate the net fiscal impact of the proposed project area.
- 2.6 Fiscal Analysis and Community Needs Assessment Report - WMF will prepare a summary report outlining key findings and assumptions of the Fiscal Analysis and Community Needs Assessment Report for the Municipal Advisory Committee's and community's review. The report will document the review and analysis of data, methodologies used, fiscal impacts identified, and recommendations to be considered.
- 2.7 Community Survey Development - WMF will assist the County in developing a survey to be provided to the community to identify current service levels and future needs. The County will provide the survey to the community.

COMPENSATION

We propose to be compensated a fixed fee for services performed according to the schedule outlined as follows:

FIXED FEE SCHEDULE

Service	Fee
Temescal Valley Fiscal Analysis and Community Needs Assessment	\$30,000

For the services performed related to the projects which are not listed herein, compensation shall be at the hourly rates set forth on Attachment A, together with reimbursement, at cost, for incidental expenses incurred in connection with such services, together with reimbursement for outside services at cost plus 15%.

We look forward to working with the County. If you have any questions regarding our proposal, or if additional information is needed, please contact me directly at (951) 830-2439.

Sincerely,

A handwritten signature in blue ink that reads "Heidi Schoeppe". The signature is written in a cursive, flowing style.

Heidi Schoeppe
President/Managing Director
Webb Municipal Finance, LLC



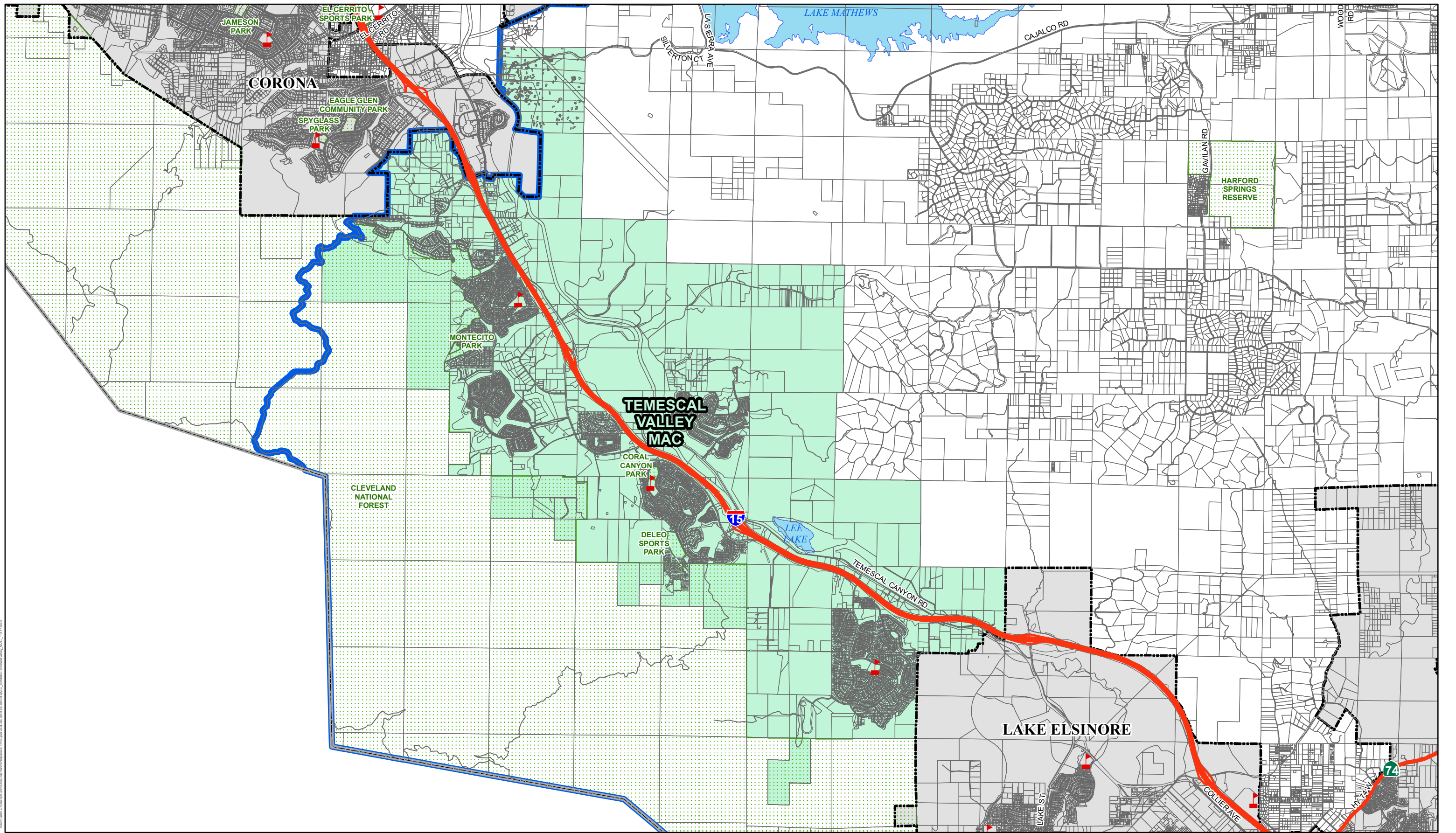
Attachment A

CLASSIFICATION

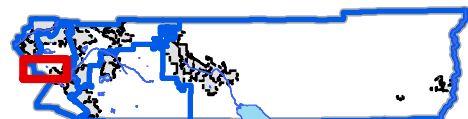
<u>Engineers/Project Managers/Planners/Scientists/ Assessment/Special Tax Consultants/Landscape Architects/Designers</u>	<u>Rates \$/Hour</u>
Principal II.....	312.00
Principal I	298.00
Senior III	280.00
Senior II	267.00
Senior I	258.00
Associate III	240.00
Associate II	229.00
Associate I	217.00
Assistant V	196.00
Assistant IV	176.00
Assistant III	163.00
Assistant II	147.00
Assistant I	130.00
<u>Survey Services</u>	
2-Person Survey Party	326.00
1-Person Survey Party	234.00
<u>Inspection Services</u>	
Construction Manager II	280.00
Construction Manager I	200.00
Inspector (Non-Prevailing Wage)	141.00
Inspector Overtime (Non-Prevailing Wage)	190.00
Inspector (Prevailing Wage)	152.00
Inspector Overtime (Prevailing Wage).....	200.00
<u>Administrative Services</u>	
Project Coordinator	141.00
Administrative Assistant III	120.00
Administrative Assistant II	107.00
Administrative Assistant I	85.00
<u>Other Direct Expenses</u>	
Incidental Charges	Cost + 15%
Postage	Cost
Subcontracted Services	Cost + 15%
Special Consultant.....	385.00
Survey/Inspection Per Diem	Prevailing Wage Rate
In-House Delivery Up to 1/2 hour	36.00
In-House Delivery 1/2 Hour up to 1 Hour	70.00
In-House Delivery Over 1 Hour up to 2 Hours.....	130.00
In-House Delivery Over 2 Hours	185.00
Survey/Inspection Vehicle	0.81/Mile
Mileage	0.72/Mile

Note: All rates are subject to change based on annual inflation and cost of living adjustments. Prevailing wages are dictated by the California Department of Industrial Relations (DIR). As such, the indicated rate will remain in effect until revised rates are published by the DIR. The rate shown shall be subject to renegotiation to remain in compliance with State requirements if prevailing wages are increased by the DIR.

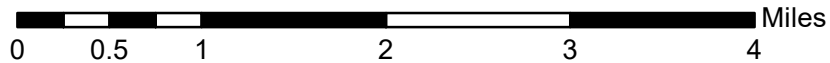
* **A FINANCE CHARGE** of 1 ½ % per month (18% per year) will be added to any unpaid amount commencing thirty (30) days from invoice date. A mechanic's lien may be filed for any invoice remaining unpaid after thirty (30) days from invoice date.



Temescal Valley Municipal Advisory Council



Vicinity Map not to scale



- Municipal Advisory Council
- District 2
- School Sites
- Water
- Parks
- Parcels
- Cities
- County Boundary

Disclaimer: Maps and data are to be used for reference purposes only. Map features are approximate, and are not necessarily accurate to surveying or engineering standards. The County of Riverside makes no warranty or guarantee as to the content (the source is often third party), accuracy, timeliness, or completeness of any of the data provided, and assumes no legal responsibility for the information contained on this map. Any use of this product with respect to accuracy and precision shall be the sole responsibility of the user.