



Western Riverside Council of Governments

General Assembly Business Session

AGENDA

**Thursday, June 22, 2017
6:30 p.m.**

**Morongo Casino, Resort & Spa
49500 Seminole Drive
2nd Floor Ballroom
Cabazon, CA 92330**

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 Business Session 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.

The General Assembly may take any action on any item listed on the agenda, regardless of the Requested Action.

1. CALL TO ORDER (Ben Benoit, Chair)

2. PUBLIC COMMENTS

At this time members of the public can address the General Assembly regarding any items within 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.

3. CONSENT CALENDAR

All items listed under the Consent Calendar are considered to be routine and may be enacted by one motion. Prior to the motion to consider any action by the General Assembly, any public comments on any of the Consent Items will be heard. There will be no separate action unless members of the General Assembly request specific items be removed from the Consent Calendar.

**A. Approval of Action Minutes from the June 23, 2016, General Assembly
Business Session**

P. 1

Requested Action: 1. *Approve the Action Minutes from the June 23, 2016, General Assembly Business Session.*

B. Fiscal Year 2017/2018 Agency Budget

P. 3

- Requested Action:** 1. *Adopt WRCOG Resolution Number 18-17; A Resolution of the General Assembly of the Western Riverside Council of Governments adopting the Fiscal Year 2017/2018 Agency Budget for the Western Riverside Council of Governments.*

C. Ratification of WRCOG Bylaws Amendment

P. 15

- Requested Action:** 1. *Accept Resolution Number 35-16 which affect WRCOG's Bylaws.*

4. REPORTS/DISCUSSION

A. Selection of Executive Committee Chair, Vice-Chair, and 2nd Vice-Chair for Fiscal Year 2017/2018 (no staff report attached)

- Requested Actions:**
1. *Appoint Debbie Franklin, Mayor Pro Tem, City of Banning, as Executive Committee Chair for Fiscal Year 2017/2018.*
 2. *Appoint Chuck Washington, Supervisor, County of Riverside District 3, as Executive Committee Vice-Chair for Fiscal Year 2017/2018.*
 3. *Appoint Bonnie Wright, Councilmember, City of Hemet, as Executive Committee 2nd Vice-Chair for Fiscal Year 2017/2018.*

5. Adjourn General Assembly Business Session

1. CALL TO ORDER

The meeting of the General Assembly Business Session was called to order at 7:22 p.m. by Vice-Chairman Ben Benoit at the Morongo Casino, Resort & Spa, 2nd Floor Ballroom.

Members present:

City of Banning:	Debbie Franklin George Moyer Art Welch
City of Calimesa:	Jim Hyatt Jeff Hewitt Joyce McIntire Ella Zanowic
City of Canyon Lake:	Jordan Ehrenkranz Tim Brown Dawn Haggerty John Zaitz Vicki Warren
City of Corona:	Karen Spiegel Randy Fox
City of Eastvale:	Ike Bootsma Clint Lorimore Adam Rush Joe Tessari
City of Hemet:	Bonnie Wright Robert Youssef Linda Krupa
City of Jurupa Valley:	Laura Roughton Brian Berkson Frank Johnston Verne Lauritzen
City of Lake Elsinore:	Daryl Hickman
City of Menifee:	John Denver Matt Liesemeyer
City of Moreno Valley:	Jeff Giba George Price

City of Murrieta:	Randon Lane Harry Ramos Jonathan Ingram
City of Norco:	Kevin Bash Berwin Hanna Ted Hoffman
City of Perris:	Rita Rogers Mark Yarbrough Daryl Busch
City of Riverside:	John Burnard Chris Mac Arthur
City of San Jacinto:	Crystal Ruiz Scott Miller
City of Temecula:	Mike Naggarr
City of Wildomar:	Ben Benoit (Vice-Chairman) Bridgette Moore Tim Walker
County of Riverside:	Chuck Washington, District 3 Marion Ashley, District 5 John Tavaglione, District 2 John J. Benoit, District 4
Eastern Municipal Water District:	Joe Kuebler David Slawson
Western Municipal Water District:	S.R. Al Lopez
Morongo Band of Mission Indians:	Charles Martin Ann Robinson

2. PUBLIC COMMENTS ON AGENDIZED ITEMS ONLY

There were no public comments.

3. CONSENT CALENDAR *M/S/A (Ashley/Rogers) 56-0-0; Items 3.A through 3.C were approved by a unanimous vote of those members present.*

A. Approval of Action Minutes from the June 11, 2015, General Assembly Business Session

- Action:**
1. *Approved the Action Minutes from the June 11, 2015, General Assembly Business Session.*

B. Fiscal Year 2016/2017 Agency Budget

- Action:**
1. *Adopted WRCOG Resolution Number 18-16; A Resolution of the General Assembly of the Western Riverside Council of Governments Adopting the Fiscal Year 2016/2017 Agency Budget for the Western Riverside Council of Governments.*

C. Ratification of WRCOG Bylaws Amendment

- Action:**
1. *Accepted WRCOG Resolution Number 19-15 which affect WRCOG's Bylaws.*

4. REPORTS / DISCUSSION

A. Selection of WRCOG Executive Committee Chair, Vice-Chair, and 2nd Vice-Chair for Fiscal Year 2016/2017

- Actions:**
1. *Appointed Ben Benoit, Councilmember, City of Wildomar, as WRCOG Executive Committee Chair for Fiscal Year 2016/2017.*
 2. *Appointed Debbie Franklin, Councilmember, City of Banning, as WRCOG Executive Committee Vice-Chair for Fiscal Year 2016/2017.*
 3. *Appointed Chuck Washington, Supervisor, County of Riverside District 3, as WRCOG Executive Committee 2nd Vice-Chair for Fiscal Year 2016/2017.*

M/S/A (Naggar/Rogers) 56-0-0; Item 4.A was approved by a unanimous vote of those members present.

5. ADJOURNMENT: **The meeting was adjourned at 8:57 p.m.**



Western Riverside Council of Governments Executive Committee

Staff Report

Subject: Fiscal Year 2017/2018 Agency Budget

Contact: Ernie Reyna, Chief Financial Officer, (reyna@wrcog.coq.ca.us), (951) 955-8432

Date: June 22, 2017

Requested Action:

1. Adopt WRCOG Resolution Number 18-17; A Resolution of the General Assembly of the Western Riverside Council of Governments adopting the Fiscal Year 2017/2018 Agency Budget for the Western Riverside Council of Governments.

The Agency Budget has been vetted through the WRCOG Committee structure and is presented to the General Assembly for final approval.

Prior Actions:

- June 5, 2017: The Executive Committee recommended that the WRCOG General Assembly approve the WRCOG Agency Budget for Fiscal Year 2017/2018.
- May 18, 2017: The Technical Advisory Committee recommended that the WRCOG General Assembly approve the WRCOG Agency Budget for Fiscal Year 2017/2018.
- May 10, 2017: The Administration & Finance Committee recommended that the WRCOG General Assembly approve the WRCOG Agency Budget for Fiscal Year 2017/2018.
- March 23, 2017: The Finance Director's Committee recommended that the WRCOG General Assembly approve the WRCOG Agency Budget for Fiscal Year 2017/2018.

Fiscal Impact:

All known and expected revenues and expenditures impacting the Agency have been budgeted for Fiscal Year 2017/2018, but will be continually updated throughout the Budget process.

Attachments:

1. WRCOG Resolution Number 18-17; A Resolution of the General Assembly of the Western Riverside Council of Governments adopting the Fiscal Year 2017/2018 Agency Budget for the Western Riverside Council of Governments.
2. WRCOG Annual Budget For the Year Ending June 30, 2018.

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Item 3.B

Fiscal Year 2017/2018
Agency Budget

Attachment 1

WRCOG Resolution Number 18-17;
A Resolution of the General
Assembly of the Western Riverside
Council of Governments adopting the
Fiscal Year 2017/2018 Agency
Budget for the Western Riverside
Council of Governments

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Western Riverside Council of Governments

County of Riverside • City of Banning • City of Calimesa • City of Canyon Lake • City of Corona • City of Eastvale • City of Hemet • City of Jurupa Valley
City of Lake Elsinore • City of Menifee • City of Moreno Valley • City of Murrieta • City of Norco • City of Perris • City of Riverside • City of San Jacinto
City of Temecula • City of Wildomar • Eastern Municipal Water District • Western Municipal Water District • Morongo Band of Mission Indians
Riverside County Superintendent of Schools

RESOLUTION NUMBER 18-17

A RESOLUTION OF THE GENERAL ASSEMBLY OF THE WESTERN RIVERSIDE COUNCIL OF GOVERNMENTS ADOPTING THE FISCAL YEAR 2017/2018 AGENCY BUDGET FOR THE WESTERN RIVERSIDE COUNCIL OF GOVERNMENTS

WHEREAS, the Western Riverside Council of Governments ("WRCOG") operates on a fiscal year basis, beginning on July 1 of each year and continuing until June 30 of the succeeding year; and

WHEREAS, Article III, Section 3.3 of the WRCOG Joint Powers of Agreement states that prior to July 1 of each year, the General Assembly of WRCOG shall adopt a final budget for the expenditures of WRCOG during the following year; and

WHEREAS, Article III, Section 6, Subdivision (A) of the WRCOG Bylaws states that the Executive Committee of WRCOG shall prepare and recommend to the General Assembly a yearly budget for funds and distribution and to determine the estimated share of contributions from each member agency; and

WHEREAS, on June 5, 2017, the Chief Financial Officer presented a proposed Budget for Fiscal Year 2017/2018 to the Executive Committee, and the Executive Committee recommended the proposed Budget for Fiscal Year 2017/2018 to the General Assembly; and

WHEREAS, WRCOG provided the public with proper notice that the meeting to approve the proposed Budget for Fiscal Year 2017/2018 is to be held on June 22, 2017, at the General Assembly meeting; and

WHEREAS, on June 22, 2017, the proposed Budget for Fiscal Year 2017/2018 was presented to the General Assembly and the General Assembly held a public hearing on the proposed Budget.

NOW, THEREFORE, THE GENERAL ASSEMBLY OF THE WESTERN RIVERSIDE COUNCIL OF GOVERNMENTS RESOLVES AS FOLLOWS:

Section 1. RECITALS

The above recitals are incorporated herein by this reference.

Section 2. FINAL BUDGET

The General Assembly hereby approves and adopts the WRCOG Fiscal Year 2017/2018 Budget.

Section 3. AMENDING THE FINAL BUDGET

In accordance with Sections 4.1 and 1.2.2, Subdivision (f) of the WRCOG Joint Powers Agreement and Government Code section 29092, the General Assembly hereby delegates its powers to amend the WRCOG Fiscal Year 2017/2018 Budget and approve Budget transfers throughout the Fiscal Year to the Executive Director and/or the Executive Committee.

PASSED AND ADOPTED at a Meeting of the General Assembly of the Western Riverside Council of Governments held this 22nd day of June 2017.

Ben Benoit, Chair
WRCOG Executive Committee

Rick Bishop, Secretary
WRCOG Executive Committee

Approved as to form:

Steven DeBaun
WRCOG Legal Counsel

AYES: _____ NOES: _____ ABSENT: _____ ABSTAIN: _____

Item 3.B

Fiscal Year 2016/2017
Agency Budget

Attachment 2

WRCOG Annual Budget For the Year
Ending June 30, 2018

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**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2018**

Total Agency Budget

		6/30/2017 Budget	Thru 2/28/2017 Actual	Proposed 6/30/2018 Budget
Revenues				
40001	Member Dues	309,410	306,410	311,410
42004	General Assembly	300,000	500	300,000
40008	BEYOND	1,800,000	1,800,000	2,052,917
40601	WRCOG HERO Residential Revenue	1,963,735	903,078	816,771
40603	CA HERO Residential Revenue	7,615,461	4,573,813	7,639,575
40605	The Gas Company Partnership	62,000	41,031	50,000
40607	SAMAS Commercial Revenue (WRCOG)	25,000	5,649	10,000
40608	Renovate Commercial Revenue (WRCOG)	-	-	5,000
40607	SAMAS Commercial Revenue (Statewide)	2,500	7,755	8,000
40606	SCE WREP Revenue	4,692	77,698	75,000
40610	Renovate Commercial Recording Revenue (WRCOG)	-	-	350
40610	Renovate Commercial Recording Revenue (Statewide)	-	-	350
40611	WRCOG HERO Residential Recording Revenue	335,555	200,625	182,775
40612	CA HERO Residential Recording Revenue	1,301,300	919,305	1,508,036
40613	SAMAS Commercial Recording Revenue (WRCOG)	1,200	285	350
40613	SAMAS Commercial Recording Revenue (Statewide)	-	-	350
40618	CA First Residential Revenue	-	-	167,000
40620	Spruce Residential Revenue	-	-	167,000
40621	CA First Residential Recording Revenue	-	-	86,000
40623	Spruce Residential Recording Revenue	-	-	86,000
40613	Regional Streetlights	276,561	-	228,960
41201	Solid Waste	107,915	98,415	117,100
41401	Used Oil Revenue	265,227	240,227	255,000
40614	Active Transportation Revenue	200,000	50,254	150,000
41402	Air Quality-Clean Cities	139,500	139,250	137,500
41701	LTF	701,300	701,250	825,000
43001	Commercial/Service - Admin Portion	37,074	45,953	101,097
43002	Retail - Admin Portion	142,224	54,031	118,867
43003	Industrial - Admin Portion	128,446	113,242	249,133
43004	Residential/Multi/Single - Admin Portion	1,067,271	475,354	1,045,779
43005	Multi-Family - Admin Portion	224,983	58,994	129,787
43001	Commercial/Service - Non-Admin Portion	889,786	1,103,157	2,426,945
43002	Retail - Non-Admin Portion	3,413,375	1,296,736	2,852,820
43003	Industrial - Non-Admin Portion	3,082,710	2,717,816	5,979,195
43004	Residential/Multi/Single - Non-Admin Portion	25,614,514	11,408,214	25,098,070
43005	Multi-Family - Non-Admin Portion	5,399,595	1,415,859	3,114,890
49002	Fund Balance/Carryover	4,009,000	-	6,299,409
	Total Revenues	60,156,962	29,282,933	62,996,435
Overhe: Overhead Transfer In				
	Transfer In from Other Departments			1,575,611
	Transfer In from CA HERO to Energy Programs			545,000
	Total Revenue and Transfer In			65,117,046



Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2018

Total Agency Budget

		6/30/2017 Budget	Thru 2/28/2017 Actual	Proposed 6/30/2018 Budget
Expenditures				
Wages and Benefits				
60001	Wages & Salaries	1,971,226	1,264,572	2,584,095
61000	Fringe Benefits	576,636	381,845	739,956
61012	OPEB Expense	60,000	-	60,000
Total Wages and Benefits		2,607,862	1,646,417	3,384,051
General Operations				
65101	General Legal Services	450,949	481,939	530,233
XXXXX	3rd Party Litigation	-	-	250,000
65401	Audit Fees	25,000	15,300	27,500
65505	Bank Fees	25,500	19,265	29,000
65507	Commissioners Per Diem	46,950	35,250	62,500
73001	Office Lease	145,000	90,826	427,060
73003	WRCOG Auto Fuel	678	353	750
73004	WRCOG Auto Maintenance	33	33	100
73101	Special Mail Svcs	1,500	1,028	1,800
73102	Parking Validations	3,755	3,655	4,775
73104	Staff Recognition	1,200	712	1,245
73106	Coffee and Supplies	-	-	160
73107	Event Support	146,133	51,840	112,600
73108	General Supplies	52,753	33,373	66,536
73109	Computer Supplies	10,837	4,768	12,500
73110	Computer Software	13,705	24,272	18,000
73111	Rent/Lease Equipment	25,000	21,695	35,000
73113	Membership Dues	19,864	17,176	31,950
73114	Subscriptions/Publications	10,039	16,356	6,500
73115	Meeting Support/Services	10,271	5,650	12,100
73116	Postage	10,246	2,696	8,155
73117	Other Household Expenditures	2,523	4,764	4,880
73118	COG Partnership Agreement	40,000	17,772	25,000
73119	Storage	5,000	-	1,000
73120	Printing Services	29,947	-	15,000
73121	Public Notices	13,000	-	11,900
73122	Computer Hardware	4,000	337	1,000
73201	Communications-Regular	2,000	559	1,000
73203	Communications-Long Distance	1,200	151	500
73204	Communications-Cellular	11,040	8,009	12,677
73206	Communications-Comp Sv	18,271	42,558	75,000
73209	Communications-Web Site	15,600	1,314	5,600
73301	Equipment Maintenance - General	7,070	10,565	11,000
73302	Equipment Maintenance - Computers	8,151	14,264	25,000
73405	Insurance - General/Business Liason	73,045	72,845	72,950
73407	WRCOG Auto Insurance	1,570	1,570	1,570
73502	County RIFMIS Charges	2,675	720	1,200
73506	PACE Recording Fees	1,636,855	895,960	1,862,811
73601	Seminars/Conferences	19,562	8,982	24,550
73605	General Assembly Expenditures	303,473	3,317	304,200



**Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2018**

Total Agency Budget

	6/30/2017 Budget	Thru 2/28/2017 Actual	Proposed 6/30/2018 Budget
73611	16,002	7,981	15,700
73612	13,337	5,640	13,100
73613	20,012	9,598	28,704
73620	19,300	4,818	17,850
73630	11,042	3,121	10,419
73640	16,981	9,147	13,358
73650	12,914	1,461	14,321
73703	11,850	300	35,117
73704	38,813	-	47,370
73705	15,000	-	9,000
73706	2,882	-	5,500
73801	25,000	-	25,000
85100	42,353	41,133	51,571
7XXXX	71,053	-	71,053
85101	3,490,284	1,658,778	3,659,928
85102	252,500	3,613	72,865
85160	38,399,980	38,858,094	39,000,000
85180	2,023,000	234,186	2,052,917
85185	-	-	400,000
85190	744	744	10,000
90101	31,500	24,115	41,204
90301	-	-	315,000
90501	-	3,276	4,000
97011	5,301,461	-	4,552,556
97012	1,286,189	-	4,400,000
	54,446,197	42,825,487	58,961,835
Total General Operations			
Overhead Transfer Out			
	1,515,636	1,010,424	2,219,371
Transfer Out from Other Departments to General Fund			
Transfer Out from CA HERO to Energy Programs	-	-	545,000
	58,569,695	45,482,327	65,110,257
Total Expenditures and Transfer Out			

Position	Time Spent
Executive Director	100%
Director of Transportation	100%
Chief Financial Officer	100%
Director of Energy & Environment	100%
Director of Governmental Affairs	100%
Director - CCA	100%
Program Manager- Transportation	100%
Program Manager - Energy	100%
Program Manager - Office	100%
Program Manager - Fiscal	100%
Program Manager - Energy	100%
Program Manager - Energy	100%
Senior Analyst - Fiscal	100%
Senior Analyst - Environment	100%
Senior Analyst -TUMF	100%
Senior Analyst - Energy	100%
Staff Analyst - Energy	100%
Staff Analyst - Gov't Affairs	100%
Staff Analyst - Gov't Affairs	100%
Staff Analyst - Streetlights	100%
Staff Analyst - Environment	100%
Staff Analyst - Energy	100%
Staff Analyst - Energy	100%
Staff Analyst - Energy	100%
Staff Analyst - Transportation	100%
Staff Technician - Energy	100%
Staff Technician - Energy	100%



Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2018

Total Agency Budget

		6/30/2017 Budget	Thru 2/28/2017 Actual	Proposed 6/30/2018 Budget
Staff Technician - Call Center	100%			
Staff Technician - Call Center	100%			
Staff Technician - Call Center	100%			
Staff Technician - Call Center	100%			
Staff Technician - Call Center	100%			
Staff Technician - Fiscal	100%			
Admin Assistant - Office	100%			
Admin Assistant - Office	100%			



Western Riverside Council of Governments Executive Committee

Staff Report

Subject: Ratification of WRCOG Bylaws Amendment

Contact: Steven C. DeBaun, WRCOG General Counsel (Steven.DeBaun@bbklaw.com),
(951) 826-8201

Date: June 22, 2017

Requested Action:

1. Accept Resolution Number 35-16 which affect WRCOG's Bylaws.
-

The Executive Committee has adopted one resolution which has amended WRCOG's Bylaws. This action provides formal notice of the Executive Committee's approval of changes to the Bylaws as listed below.

Prior Action:

October 3, 2016: The Executive Committee adopted WRCOG Resolution Number 35-16; A Resolution of the Executive Committee of the Western Riverside Council of Governments Amending its Bylaws to Recognize the March Joint Powers Authority as a voting member on the WRCOG Technical Advisory Committee and making other technical changes.

Fiscal Impact:

None.

Attachment:

1. WRCOG Resolution Number 35-16; A Resolution of the Executive Committee of the Western Riverside Council of Governments Amending its Bylaws to Recognize the March Joint Powers Authority as a voting member on the WRCOG Technical Advisory Committee and making other technical changes.

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Item 3.C

Ratification of WRCOG Bylaws
Amendment

Attachment 1

WRCOG Resolution Number 35-16;
A Resolution of the Executive
Committee of the Western Riverside
Council of Governments Amending
its Bylaws to Recognize the March
Joint Powers Authority as a voting
member on the WRCOG Technical
Advisory Committee and making
other technical changes

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RESOLUTION NUMBER 35-16

A RESOLUTION OF THE EXECUTIVE COMMITTEE OF THE WESTERN RIVERSIDE COUNCIL OF GOVERNMENTS AMENDING ITS BY-LAWS TO RECOGNIZE THE MARCH JOINT POWERS AUTHORITY AS A VOTING MEMBER OF THE TECHNICAL ADVISORY COMMITTEE AND MAKING OTHER TECHNICAL CHANGES

WHEREAS, the Western Riverside Council of Governments (“WRCOG”) is a joint powers authority consisting of the County of Riverside and seventeen cities situated in Western Riverside County; and

WHEREAS, pursuant to Section 2.4.2 of the Joint Powers Agreement of WRCOG (“Agreement”), the WRCOG Executive Committee (“Committee”) is authorized to exercise the powers of the Agreement between sessions of the General Assembly; and

WHEREAS, Section 2.4.1 of the Agreement includes the power to amend WRCOG’s By-laws (“By-laws”); and

WHEREAS, the Committee desires to amend the By-laws to recognize the March Joint Powers Authority as a voting member of the Technical Advisory Committee; and

NOW THEREFORE, BE IT RESOLVED the Executive Committee of the Western Riverside Council of Governments does hereby amend its By-laws as follows:

Section 1: Article II, Section 1, Subsection B of the By-laws is hereby amended to read as follows:

- B. Special Meetings. Special meetings of the General Assembly may be called by the Chairperson, or in his or her absence by the Vice-Chairperson or in the absence of the Chairperson and the Vice-Chairperson by the Second Vice-Chairperson, or a majority of the member agencies.

Section 2: Article II, Section 2, Subsection F of the By-laws is hereby amended to read as follows:

- F. Duties of the Chairperson, Vice-Chairperson and Second Vice Chairperson. The Chairperson shall, if present, preside at all meetings of the General Assembly and Executive Committee and exercise such other powers and duties as may from time to time be assigned to the Chairperson. In the absence of the Chairperson, the Vice-Chairperson shall perform all the duties of the Chairperson. When so acting, the Vice-Chairperson shall have all the powers of, and be subject to all the restrictions upon, the Chairperson. In the absence of both the Chairperson and Vice-Chairperson, the Second Vice-Chairperson shall perform all the duties of the Chairperson. When so acting, Second Vice-Chairperson shall have all the powers of, and be subject to all the restrictions upon, the Chairperson. In the absence of the Chairperson,

Vice-Chairperson, and Second Vice-Chairperson, the General Assembly Chairperson of the Previous Year (the "Past Chairperson") shall perform the duties of the Chairperson for that meeting only. When so acting, Past Chairperson shall have all the powers of, and be subject to all the restrictions upon, the Chairperson. In the absence of the Chairperson, Vice-Chairperson, Second Vice-Chairperson and the Past Chairperson, the General Assembly or Executive Committee shall choose one of its voting members to chair the meeting for that day only.

Section 3: Article III, Section 1 of the By-laws is hereby amended to read as follows:

SECTION 1. MEMBERSHIP

- A. The Executive Committee will be composed of the Mayor from each of the member cities, four members of the Riverside County Board of Supervisors, the President of each water district, and the Tribal Chairman of the Morongo Band of Mission Indians. Any City Council, at its discretion, can appoint a Mayor Pro Tem or other city council member in place of the Mayor. Each water district board, at its discretion, can appoint another board member in place of the President. The Tribal Council of the Morongo Band of Mission Indians, at its discretion, can appoint another tribal council member in place of the Tribal Chairman.
- B. Each regular member on the Executive Committee shall also have an alternate, who must also be a current member of the legislative body of the party such alternate represents. For the Board of Supervisors, the Board of Supervisor's member not serving under section A, above, shall serve as an alternate to the members of the Board of Supervisors. The name of the alternate members shall be on file with the Executive Committee. In the absence of the regular member from an agency, the alternate member from such agency shall assume all rights and duties of the absent regular member.

Section 4: Article III, Section 5 of the By-laws is hereby amended to read as follows:

SECTION 5. VOTING

Each member city present shall have one vote in the Executive Committee, each County Supervisor present shall have one vote, each member water district present shall have one vote, and the representative of the Morongo Band of Mission Indians present shall have one vote. Only authorized members present, or designated alternates acting when the regular member is absent, may vote.

Section 5: Article III, Section 6, Subsection A of the By-laws is hereby amended to read as follows:

- A. To prepare and recommend to the General Assembly a yearly budget for funds and distribution, and to determine the estimated share of contributions from each member agency.

Section 7: Article IV, Section 1, Subsection A of the By-laws is hereby amended to read as follows:

- A. Duties. The Technical Advisory Committee (TAC) shall interface with WRCOG staff, review staff reports, consider staff recommendations, provide recommendations to the Executive Committee and perform such other duties as may be delegated to it.

Section 8: Article IV, Section 1, Subsection C of the By-laws is hereby amended to read as follows:

- C. Membership. The TAC is comprised of an executive from the County of Riverside, the City Manager from each of WRCOG's member cities, the General Manager from each of WRCOG's member water districts, the Chief Administrative Officer from the Morongo Band of Mission Indians, and the Executive Director from the March Joint Powers Authority. A City Manager, Water District General Manager, Chief Administrative Officer of the Morongo Band of Mission Indians, and Executive Director from the March JPA may appoint an alternate who is a department head of the agency.

Section 9: Article IV, Section 2, Subsection E of the By-laws is hereby amended to read as follows:

- E. Term and Removal. Appointments to the Administration & Finance Committee shall be for a one-year term ending on June 30 of the fiscal year (July to June) in which the appointments are made. The process set forth below applies should the Chair wish to remove a Board member ("Appointee") appointed during the one-year term of the appointment. The process does not apply to the Chair's decision not to reappoint an Appointee at the end of the Appointee's one-year term.
 - 1. The Chair shall provide Appointee with written notice of the Chair's decision to remove the Appointee from the appointment.
 - 2. The notice shall be provided in writing to Appointee through WRCOG's Executive Director and shall include a brief statement of why removal is sought, which reason may include, without limitation, 3 or more consecutive absences of committee meetings. The notice shall be delivered to the email address, if any, provided by Appointee as well as by first class mail to the Clerk of the City/County appointing Appointee to the WRCOG Executive Committee and Appointee's mailing address.
 - 3. The removal shall be effective on the 15th day after WRCOG's Executive Director sends notice to Appointee unless Appointee provides notice to the WRCOG Executive Director, prior to the expiration of such 15 day period, of his or her desire to contest the removal.
 - 4. In the event that the removal is contested, the removal shall be stayed and the Executive Director shall schedule an Administration & Finance Committee meeting at which both the Chair and Appointee may present their arguments for and against removal. Based thereon, the Administrative & Finance Committee shall either uphold or reject the removal. The decision of the Administration & Finance Committee shall be final.

5. If the removal is not contested or is approved by the Administration & Finance Committee, the Chair may appoint another WRCOG Executive Committee member to fill the remainder of the Appointee's term. The appointment of the new member shall comply with the membership requirements set forth in Section C, above. The term of the newly appointed member shall expire on June 30 of the fiscal year in which the appointment is made.

This section 2E shall only apply to appointments made by the Chair to the seven open seats on the Administration & Finance Committee and not to the four ex-officio members of the committee.

Section 10: Article V, Section 1, Subsection A.5 of the By-laws is hereby amended to read as follows:

5. To be responsible for the purchase of all supplies and equipment of WRCOG.

Section 11: Article VII of the By-laws is hereby amended to read as follows:

These By-Laws and any amendments thereto may be amended by the General Assembly, by majority vote. Proposed amendments shall be submitted, in writing, to members of the General Assembly along with the agenda for such meeting.

Section 12: This Resolution shall become effective upon adoption by the WRCOG Executive Committee.

PASSED AND ADOPTED at a Meeting of the Executive Committee of the Western Riverside Council of Governments held this 3rd day of October, 2016.



Ben Benoit, Chair
WRCOG Executive Committee



Rick Bishop, Secretary
WRCOG Executive Committee

Approved as to form:



Steven DeBaun
WRCOG Legal Counsel

AYES: 20 NOES: 0 ABSENT: 4 ABSTAIN: 0