



Western Riverside Council of Governments

General Assembly Business Session

AGENDA

**Thursday, June 20, 2019
7:00 p.m.**

**Pechanga Resort Casino
Summit Ballroom
45000 Pechanga Parkway
Temecula, CA 92592**

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) 405-6703. 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 3390 University Avenue, Suite 450, 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 (Chuck Washington, 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 21, 2018, General Assembly
Business Session**

P. 1

Requested Action: 1. *Approve the Action Minutes from the June 21, 2018, General Assembly Business Session.*

B. Fiscal Year 2019/2020 Agency Budget

P. 3

Requested Action: 1. *Adopt Resolution Number 28-19; A Resolution of the General Assembly of the Western Riverside Council of Governments adopting the Fiscal Year 2019/2020 Agency Budget for the Western Riverside Council of Governments.*

C. Ratification of WRCOG Bylaws Amendment

P. 13

Requested Action: 1. *Accept Resolution Number 43-18 which affect WRCOG's Bylaws.*

4. REPORTS/DISCUSSION

A. Selection of Executive Committee Chair, Vice-Chair, and 2nd Vice-Chair for Fiscal Year 2019/2020 (no staff report attached)

Requested Actions: 1. *Appoint Bonnie Wright, Mayor, City of Hemet, as Executive Committee Chair for Fiscal Year 2019/2020.*
2. *Appoint Kevin Bash, Council member, City of Norco, as Executive Committee Vice-Chair for Fiscal Year 2019/2020.*
3. *Appoint Kelly Seyarto, Mayor, City of Murrieta, as Executive Committee 2nd Vice-Chair for Fiscal Year 2019/2020.*

5. ADJOURN GENERAL ASSEMBLY BUSINESS SESSION

1. CALL TO ORDER

The meeting of the General Assembly Business Session was called to order at 7:08 p.m. by Chair Debbie Franklin at the Morongo Casino, Resort & Spa, 2nd Floor Ballroom.

Members present:

City of Banning:	Debbie Franklin Daniela Andrade George Moyer Art Welch
City of Beaumont:	Julio Martinez, III Rey Santos Nancy Carroll
City of Calimesa:	Jeff Hewitt Jim Hyatt
City of Canyon Lake:	Jordan Ehrenkranz Randy Bonner Vicki Warren
City of Corona:	Karen Spiegel Randy Fox
City of Eastvale:	Adam Rush Clint Lorimore Joe Tessari
City of Hemet:	Bonnie Wright Michael Perciful Karlee Meyer Linda Krupa
City of Jurupa Valley:	Laura Roughton Brian Berkson Verne Lauritzen Anthony Kelly, Jr. Michael Goodland
City of Lake Elsinore:	Steve Manos Brian Tisdale Natasha Johnson
City of Menifee:	John Denver Lesa Sobek Matt Liesemeyer

City of Moreno Valley:	Jeff Giba Victoria Baca David Marquez
City of Murrieta:	Randon Lane Kelly Seyarto
City of Norco:	Kevin Bash Berwin Hanna Ted Hoffman Greg Newton
City of Perris:	Rita Rogers
City of Riverside:	Andy Melendrez Chris MacArthur
City of San Jacinto:	Crystal Ruiz Scott Miller Russ Utz
City of Temecula:	Maryann Edwards Matt Rahn
City of Wildomar:	Ben Benoit Bridgette Moore Marsha Swanson Dustin Nigg Tim Walker
County of Riverside:	Chuck Washington, District 3 Marion Ashley, District 5
Eastern Municipal Water District:	Phil Paule
Western Municipal Water District:	Brenda Dennstedt Al Lopez
Morongo Band of Mission Indians:	Robert Martin

2. PUBLIC COMMENTS ON AGENDIZED ITEMS ONLY

There were no public comments.

3. CONSENT CALENDAR *M/S/A (Ashley / Rogers) 60-0-0; Items 3.A and 3.B were approved.*

A. Approval of Action Minutes from the June 22, 2017, General Assembly Business Session

- Action:**
- Approved the Action Minutes from the June 22, 2017, General Assembly Business Session.*

B. Fiscal Year 2018/2019 Agency Budget

- Action:** 1. *Adopted WRCOG Resolution Number 17-18; A Resolution of the General Assembly of the Western Riverside Council of Governments Adopting the Fiscal Year 2018/2019 Agency Budget for the Western Riverside Council of Governments.*

4. REPORTS / DISCUSSION

A. Selection of WRCOG Executive Committee Chair, Vice-Chair, and 2nd Vice-Chair for Fiscal Year 2018/2019

- Actions:**
1. *Appointed Chuck Washington, Supervisor, County of Riverside District 3, as Executive Committee Chair for Fiscal Year 2018/2019.*
 2. *Appointed Bonnie Wright, Councilmember, City of Hemet, as Executive Committee Vice-Chair for Fiscal Year 2018/2019.*
 3. *Appointed Laura Roughton, Councilmember, City of Jurupa Valley, as Executive Committee 2nd Vice-Chair for Fiscal Year 2018/2019.*

M/S/A (Seyarto / Dennstedt) 60-0-0; Item 4.A was approved.

5. ADJOURNMENT: **The meeting was adjourned at 7:14 p.m.**



Western Riverside Council of Governments

General Assembly

Staff Report

Subject: Fiscal Year 2019/2020 Agency Budget

Contact: Rick Bishop, Executive Director, rbishop@wrcog.us, (951) 405-6701

Date: June 20, 2019

Requested Action:

1. Adopt Resolution Number 28-19; A Resolution of the General Assembly of the Western Riverside Council of Governments adopting the Fiscal Year 2019/2020 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 3, 2019: The Executive Committee recommended that the WRCOG General Assembly approve the WRCOG Agency Budget for Fiscal Year 2018/2019.
- May 16, 2019: The Technical Advisory Committee recommended that the WRCOG General Assembly approve the WRCOG Agency Budget for Fiscal Year 2018/2019.
- May 8, 2019: The Administration & Finance Committee recommended that the WRCOG General Assembly approve the WRCOG Agency Budget for Fiscal Year 2018/2019.
- April 25, 2019: The Finance Director's Committee recommended that the WRCOG General Assembly approve the WRCOG Agency Budget for Fiscal Year 2018/2019.

Fiscal Impact:

All known and expected revenues and expenditures impacting the Agency have been budgeted for Fiscal Year 2019/2020, but will be continually updated throughout the Budget process.

Attachments:

1. Resolution Number 28-19; A Resolution of the General Assembly of the Western Riverside Council of Governments adopting the Fiscal Year 2019/2020 Agency Budget for the Western Riverside Council of Governments.
2. WRCOG Annual Budget for the Year Ending June 30, 2020.

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Item 3.B

Fiscal Year 2019/2020
Agency Budget

Attachment 1

Resolution Number 28-19; A
Resolution of the General Assembly
of the Western Riverside Council of
Governments adopting the Fiscal
Year 2019/2020 Agency Budget for
the Western Riverside Council of
Governments

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RESOLUTION NUMBER 28-19

A RESOLUTION OF THE GENERAL ASSEMBLY OF THE WESTERN RIVERSIDE COUNCIL OF GOVERNMENTS ADOPTING THE FISCAL YEAR 2019/2020 AGENCY BUDGET

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 Agreement states that prior to July 1 of each year, the General Assembly shall adopt a final budget for the expenditures of WRCOG during the following fiscal 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 3, 2019, a proposed Agency Budget for Fiscal Year 2019/2020 was presented to the Executive Committee, and the Executive Committee recommended the proposed Agency Budget for Fiscal Year 2019/2020 to the General Assembly; and

WHEREAS, WRCOG provided the public with proper notice that the meeting to approve the proposed Agency Budget for Fiscal Year 2019/2020 is to be held on June 20, 2019, at the General Assembly meeting; and

WHEREAS, on June 20, 2019, the proposed Agency Budget for Fiscal Year 2019/2020 was presented to the General Assembly and the General Assembly held a public hearing on the proposed Budget.

NOW THEREFORE, BE IT RESOLVED by the General Assembly of the Western Riverside Council of Governments 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 2019/2020 Agency 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 2019/2020 Agency Budget and approve Budget transfers throughout the Fiscal Year to the Executive Director and/or the Executive Committee.

PASSED AND ADOPTED by the General Assembly of the Western Riverside Council of Governments on June 20, 2019.

Chuck Washington, Chair
WRCOG Executive Committee

Rick Bishop, Secretary
WRCOG Executive Committee

Approved as to form:

Steven DeBaun
WRCOG Legal Counsel

AYES: _____ NAYS: _____ ABSENT: _____ ABSTAIN: _____

Item 3.B

Fiscal Year 2019/2020
Agency Budget

Attachment 2

WRCOG Annual Budget For the Year
Ending June 30, 2020

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Western Riverside Council of Governments
Annual Budget
For the Year Ending June 30, 2020

Total Agency Budget

Revenues

	Actual 2/28/2019		Budget 6/30/2019		Proposed 6/30/2020
Member Dues	\$ 311,410	\$	311,410	\$	311,410
General Assembly Revenue	11,600		300,000		300,000
Interest Revenue - Other	80,066		31,496		25,000
Rental Revenue	-		-		75,000
WRCOG HERO Revenue	196,865		480,573		212,500
Other HERO Revenue	150,373		149,833		680,000
Statewide HERO Revenue	833,097		1,650,000		570,000
Gas Company Revenue	56,941		86,676		108,400
SoCal Edison Revenue	75,123		86,750		54,219
PACE Commercial Revenue	30,844		34,078		165,000
PACE Residential Recording Rev	107,508		122,500		111,800
Statewide HERO Recording fee Rev	520,365		600,000		441,200
PACE Commercial Recording Rev	445		7,500		17,500
Regional Streetlights Revenue	261,500		300,000		187,511
NW Clean Cities - Member Dues	122,000		120,000		128,000
NW Clean Cities - Federal	18,500		12,500		82,500
Solid Waste	122,248		107,313		107,313
Statewide Used Oil Grant Revenue	203,820		228,820		377,654
CAP Grant Revenue	8,973		-		125,000
Adaptation Grant Revenue	-		-		125,000
LTF Revenue	775,500		675,000		775,000
RIVTAM Revenue	100,000		150,000		140,000
TUMF Admin Commerical	33,242		110,645		47,284
TUMF Admin Retail	77,114		130,094		109,687
TUMF Admin Industrial	353,126		272,663		502,285
TUMF Admin Single Family	788,576		1,144,551		1,121,669
TUMF Admin Multi-Family	139,957		142,045		199,074
Commerical/Service	797,812		2,718,853		1,134,806
Retail	1,850,746		3,142,672		2,632,497
Industrial	8,475,022		6,314,301		12,054,852
Single Family	18,925,836		27,492,115		26,920,065
Multi-Family	3,358,962		3,352,059		4,777,779
Carryover Fund Transfer In	1,456,738		1,456,738		745,000
Total Revenues & Carryover	\$ 40,244,310	\$	52,231,187	\$	55,365,007

Fund Balance Carryover

Overhead Transfer In

				\$ 125,000
	\$ 1,483,740	\$	2,278,335	\$ 1,996,602
Total Revenues & Overhead	\$ 41,728,050	\$	54,509,522	\$ 57,486,609

Expenses

	Actual 2/28/2019		Budget 6/30/2019		Proposed 6/30/2020
Salaries & Wages - Fulltime	\$ 1,138,281	\$	2,643,180	\$	1,956,159
Fringe Benefits	500,079		817,283		628,266
CalPERS OPEB Paydown	152,727		200,000		200,000
Overhead Allocation	1,391,598		2,092,412		1,893,320
General Legal Services	269,404		465,035		387,000
OPEB Funding	98,823		98,823		98,823

Audit Svcs - Professional Fees	25,480	27,500	30,500
Bank Fees	27,159	19,000	38,512
Commissioners Per Diem	38,265	62,500	62,500
Parking Cost	8,925	18,578	16,400
Office Lease	269,836	400,000	465,000
WRCOG Auto Fuels Expenses	924	1,250	1,500
WRCOG Auto Maintenance Expense	84	84	500
Parking Validations	2,249	10,000	10,000
Staff Recognition	261	800	800
Coffee and Supplies	261	3,000	2,500
Event Support	132,010	130,861	182,283
Program/Office Supplies	9,886	23,988	22,263
Computer Equipment/Supplies	1,327	8,000	4,500
Computer Software	3,127	31,124	26,500
Rent/Lease Equipment	9,185	30,000	30,000
Membership Dues	19,472	31,500	32,500
Subscription/Publications	1,025	1,025	2,250
Meeting Support Services	1,744	9,498	10,698
Postage	2,694	6,043	5,600
Other Expenses	463	883	1,250
Storage	5,251	15,348	10,000
COG HERO Share Expenses	3,444	15,000	10,000
Printing Services	1,670	4,320	7,500
Computer Hardware	2,664	14,100	9,500
Misc. Office Equipment	-	1,000	1,000
Communications - Regular Phone	12,672	15,000	16,000
Communications - Cellular Phones	6,260	20,291	17,500
Communications - Computer Services	24,933	57,500	57,500
Communications - Web Site	6,932	8,000	8,000
Equipment Maintenance - General	4,451	10,000	10,000
Equipment Maintenance - Comp/Software	17,776	21,024	21,250
Insurance - Errors & Omissions	9,000	9,000	11,500
Insurance - Gen/Busi Liab/Auto	82,594	77,890	92,500
WRCOG Auto Insurance	1,954	-	2,000
Recording Fee	200,932	480,500	254,339
Seminars/Conferences	1,724	12,628	11,825
General Assembly Expenses	69,034	300,000	300,000
Travel - Mileage Reimbursement	7,210	21,367	19,500
Travel - Ground Transportation	1,280	3,448	5,160
Travel - Airfare	6,833	9,324	12,250
Lodging	4,309	6,640	7,630
Meals	2,678	6,434	8,250
Other Incidentals	5,811	10,411	6,600
Training	419	9,250	9,250
Supplies/Materials	3,546	8,033	21,850
OPEB Repayment	-	71,053	110,526
Staff Education Reimbursement	-	12,500	7,500
Advertising Media - Newspaper Ad	-	2,000	10,000
Advertisement Radio & TV Ads	20,420	39,293	72,000
Consulting Labor	1,330,006	2,343,341	2,291,999
Computer Equipment/Software	1,879	6,500	3,000
Office Move	2,735	20,000	200,000
TUMF Project Reimbursement	22,006,311	38,000,000	45,000,000
Transfer Out to Reserves	-	-	220,000
Total Expenses	\$ 27,950,039	\$ 48,763,562	\$ 54,955,554



Western Riverside Council of Governments General Assembly

Staff Report

Subject: Ratification of WRCOG Bylaws Amendment

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

Date: June 20, 2019

Requested Action:

1. Accept Resolution Number 43-18 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. To facilitate review, staff has identified noteworthy changes to the JPA and Bylaws which are discussed below.

Bylaws Changes

1. Article I expressly clarifies the relationship between the JPA and Bylaws.
2. Article II, Section 2.F specifically empowers the Chair to create and appoint ad hoc committees and members in accordance with WRCOG's standard practices.
3. Article III, Section 5, Article IV, Section 1.D, and Article IV, Section 2.D, adds language making the Bylaws consistent with the JPA in respect to which agencies can vote on TUMF matters.

Implementation

Approval of the Bylaws requires action by the Executive Committee. Once approved, the Bylaws changes take effect immediately. The updated Bylaws will also be brought forward for approval by the WRCOG General Assembly in 2019; however, this approval is a formality as the changes become effective once the Executive Committee acts on them.

Prior Action:

November 5, 2018: The Executive Committee adopted Resolution Number 43-18; A Resolution of the Executive Committee of the Western Riverside Council of Governments Amending its Bylaws making a series of technical changes.

Fiscal Impact:

This item is for informational purposes only; therefore, there is no fiscal impact.

Attachment:

1. Resolution Number 43-18; A Resolution of the Executive Committee of the Western Riverside Council of Governments Amending its Bylaws making a series of technical changes.

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Item 3.C

Ratification of WRCOG Bylaws
Amendment

Attachment 1

Resolution Number 43-18; A
Resolution of the Executive
Committee of the Western Riverside
Council of Governments Amending
its Bylaws making a series of
technical changes

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Western Riverside Council of Governments

County of Riverside • City of Banning • City of Beaumont • 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 43-18

A RESOLUTION OF THE EXECUTIVE COMMITTEE OF THE WESTERN RIVERSIDE COUNCIL OF GOVERNMENTS AMENDING ITS BYLAWS MAKING A SERIES OF TECHNICAL CHANGES

WHEREAS, the Western Riverside Council of Governments ("WRCOG") has been created pursuant to a certain Joint Exercise of Powers Agreement, as amended, ("JPA") in accordance with California Government Code section 6500, *et seq.*; and

WHEREAS, the WRCOG Executive Committee is comprised of the Mayor from each WRCOG member city, four members of the Riverside County Board of Supervisors, the President of each participating Water District and the Tribal Chairman of Morongo Band of Mission Indians; and

WHEREAS, pursuant to Section 2.4.2 of the JPA, the Executive Committee is authorized to exercise the powers of the JPA between session of the General Assembly; and

WHEREAS, Section 2.4.1 of the JPA includes the power to amend WRCOG's Bylaws; and

WHEREAS, the Executive Committee of the Western Riverside Council desires to amend its Bylaws to make a series of technical changes.

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

Section 1. Article I, Section 1 of the Bylaws shall be amended to read as follows:

These Bylaws are provided for the organization and administration of the Western Riverside Council of Governments which has been established under a Joint Powers Agreement ("JPA"). These Bylaws supplement the Agreement. Capitalized terms shall have the same meaning as set forth in the JPA. In the event that the Bylaws conflict with the JPA, the JPA shall control.

Section 2. Article II, Section 1 (A) of the Bylaws shall be amended to read as follows:

- A. **Annual Meeting.** The annual General Assembly shall meet in June. The locations and times of these meetings shall be determined by the Executive Committee.

Section 3. Article II, Section 2 (F) of the Bylaws shall be 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, including the creation and appointment of ad hoc committees. 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 4. Article II, Sections 3 (A), (C) of the Bylaws shall be amended to read as follows:

- A. In General. Each voting representative of a General Assembly Member Agency shall have one vote as set forth in Section 2.4.1 of the Joint Powers Agreement.
- C. Quorum. The General Assembly shall act only upon a majority of a quorum. A quorum shall be the majority of the total authorized representatives of each General Assembly Member Agency, provided that a voting representative of a majority of the General Assembly Member Agencies are present.

Section 5. Article III, Section 5 of the Bylaws shall be amended to read as follows:

"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. As set forth in the JPA, the water districts and the Morongo Band of Mission Indian members do not vote on TUMF matters.

Section 6: Article IV, Section 1 (D) of the Bylaws shall be amended to read as follows:

- D. Quorum and Voting. The TAC shall act only upon a majority of a quorum. A quorum shall consist of a majority of the members of the TAC. Each representative shall have one vote, except that members of the water districts and Morongo Band of Mission Indians shall not vote on TUMF matters.

Section 7: Article IV, Sections 2 (A), (D) and (E) of the Bylaws shall be amended to read as follows:

- A. Duties. The Administration & Finance Committee shall provide budget and finance overview for WRCOG review staff recommendations on WRCOG programs prior to consideration by the Executive Committee, and provide advice on other matters to the Executive Committee as needed. The Administration & Finance Committee shall have the authority (i) to increase the WRCOG budget in any category up to fifteen percent (15%); and (ii) to authorize contracts up to \$200,000 when the contract requires execution prior to the next regularly scheduled Executive Committee meeting."

- D. Quorum and Voting. The Administration & Finance Committee shall act only upon a majority of a quorum. A quorum shall consist of a majority of the members of the committee. Each member present shall have one vote, except that members representing the water districts and Morongo Band of Mission Indians shall not vote on TUMF matters.”
- 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 appointed (“Appointee”) 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, three 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 8: Article V, Section 1 of the Bylaws shall be amended to read as follows:

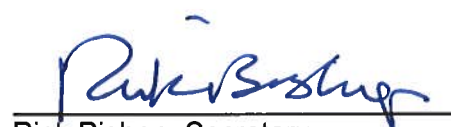
- A. Duties. In addition to those duties enumerated in the Joint Powers Agreement, the duties of the Executive Director are:
1. To administer all contracts.
 2. To have full charge of the administration of the business affairs of WRCOG.
 3. To exercise general supervision over all property belonging to WRCOG.
 4. To accept, on behalf of WRCOG, easements and other property rights and interests.
 5. To be responsible for the purchase of all supplies and equipment of WRCOG.
 6. Accept grants on behalf of WRCOG.
- B. Contract. The Executive Director is authorized to contract and execute on behalf of WRCOG, contracts, including contracts for supplies, equipment and materials, and consultants, not to exceed \$100,000.00, provided the contract relates to purposes previously approved and budgeted by the General Assembly or Executive Committee.

Section 9: This Resolution shall become effective upon adopted by the WRCOG Executive Committee.

PASSED AND ADOPTED by the Executive Committee of the Western Riverside Council of Governments on November 5, 2018.

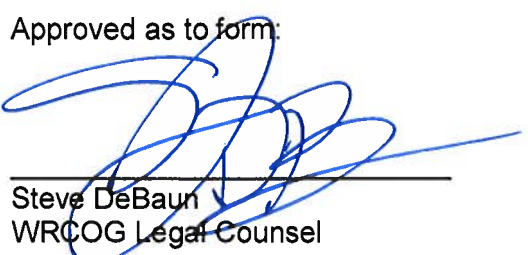


Chuck Washington, Chair
WRCOG Executive Committee



Rick Bishop, Secretary
WRCOG Executive Committee

Approved as to form:



Steve DeBaun
WRCOG Legal Counsel

AYES: 21 NAYS: 0 ABSENT: 4 ABSTAIN: 0