



# City of Jurupa Valley

## Staff Report

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DATE: JANUARY 15, 2026  
TO: HONORABLE MAYOR AND CITY COUNCIL  
FROM: ROD BUTLER, CITY MANAGER  
BY: MARIA MORRIS, CITY CLERK  
SUBJECT: AGENDA ITEM NO. D

**ANNUAL RECONFIRMATION PROCESS FOR MEMBERS OF THE  
PUBLIC WORKS ADVISORY COMMITTEE**

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### RECOMMENDATION

That the City Council consider the reconfirmation of the appointment of Public Works Advisory Committee members Robert Galindo, Alondra Munuz, Dennis Ralls, Rosa Sandoval and Josh Steffy pursuant to Ordinance No. 2022-13.

### BACKGROUND

At their July 21, 2022, meeting, the City Council adopted Ordinance No. 2022-13 establishing the Public Works Advisory Committee and providing for the annual reconfirmation of the members of the Public Works Advisory Committee.

Pursuant to Ordinance No. 2022-13, if a committee member is not reconfirmed by a majority vote of the entire City Council, then at the time of this vote the committee or commission member shall be deemed removed from the committee or commission to which he or she has been appointed, the committee or commission member's term and tenure as a member of the committee or commission shall end, and a vacancy shall exist for the position.

### ANALYSIS

The terms of office for Robert Galindo, Dennis Ralls and Josh Steffy expire in December 2026. The terms of office for Alondra Munuz and Rosa Sandoval expire in December 2028.

### FINANCIAL IMPACT

There is no financial impact.

### ALTERNATIVES

None.



Prepared by:

Maria Morris  
City Clerk

Submitted by:

Rod B. Butler  
City Manager

Reviewed by:

Susan Paragas  
Director of Finance

Reviewed by:

Michael Flad  
Assistant City Manager

Reviewed by:

Peter M. Thorson  
City Attorney

ATTACHMENT

1. Ordinance No. 2022-13



**ORDINANCE NO. 2022-13**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF JURUPA VALLEY, CALIFORNIA, ADDING SECTION 2.37 TO THE JURUPA VALLEY MUNICIPAL CODE ESTABLISHING THE PUBLIC WORKS ADVISORY COMMITTEE**

**THE CITY COUNCIL OF THE CITY OF JURUPA VALLEY DOES ORDAIN AS FOLLOWS:**

**Section 1. Enactment of Chapter 2.37.** Chapter 2.37, Public Works Advisory Committee, is hereby added to Title 2, Administration and Personnel, of the Jurupa Valley Municipal Code to read as follows:

**“Chapter 2.37 – PUBLIC WORKS ADVISORY COMMITTEE**

**Sections:**

**2.37.010 – Public Works Advisory Committee Established.**

**2.37.020 – Number of Members; Appointment and Removal.**

**2.37.030 – Term; Annual Reconfirmation.**

**2.37.040 – Qualifications.**

**2.37.050 – Officers.**

**2.37.060 – Duties.**

**2.37.070 – Meetings/Quorum.**

**2.37.080 – Stipend.**

**2.37.010 – Public Works Advisory Committee Established.**

The Public Works Advisory Committee is hereby established.

**2.37.020 – Number of Members; Appointment and Removal.**

A. The Public Works Advisory Committee shall consist of five (5) members. Members of the Public Works Advisory Committee shall be appointed by the City Council. Each Council Member shall nominate one member of the Public Works Advisory Committee. Each such nomination shall require confirmation by a majority vote of the entire City Council.

1. Not less than ten (10) days prior to the meeting at which the Council will consider one or more appointments to the Public Works Advisory Committee the City Clerk shall post notice of the pending appointments and invite qualified persons to apply for the position or positions.

2. The City Clerk shall post such notice at the locations where the City Council Agendas are posted pursuant to City Council resolution and on the City's website.
  3. In addition to these posting requirements, the City Clerk shall also comply with the posting requirements for vacancies and terms of members of the Public Works Advisory Committee as provided in Sections 54970 through 54974 of the California Government Code or their successor sections.
- B. Members of the Public Works Advisory Committee shall serve at the pleasure of the City Council and a member of the Public Works Advisory Committee may be removed from the Public Works Advisory Committee by a majority vote of the entire City Council for any reason, with or without cause. If a member of the Public Works Advisory Committee is removed from office, then at the time of this vote the member shall be deemed removed from the Public Works Advisory Committee, the member's term and tenure as a member of the Public Works Advisory Committee shall end, and a vacancy shall exist for that position.
- C. If a vacancy should occur on the Public Works Advisory Committee such vacancies shall be filled by appointment of a new member by the City Council for the unexpired portion of the term pursuant to the procedures of subsection A. of this Section.

**2.37.030 – Term; Annual Reconfirmation.**

- A. The term of each member of the Public Works Advisory Committee shall be for four (4) years or until their successors are appointed and sworn in as members, whichever is later.
- B. Each year the City Council shall reconfirm the appointment of each member of the Public Works Advisory Committee.
1. The reconfirmation shall occur at a regular City Council meeting during the month of December of each year.
  2. Each member of the Public Works Advisory Committee shall be reconfirmed by a majority vote of the entire City Council.
  3. If a member of the Public Works Advisory Committee is not reconfirmed by a majority vote of the entire City Council, then at the time of this vote the member shall be deemed removed from the Public Works Advisory Committee, the member's term and tenure as a member of the Public Works Advisory Committee shall end, and a vacancy shall exist for that position.

**2.37.040 – Qualifications.**

- A. Members of the Public Works Advisory Committee shall, at all times during their incumbencies, be bona fide residents of the city.
- B. No member of the Public Works Advisory Committee shall be a city employee, nor shall any member of the Public Works Advisory Committee be a member of another city commission or committee at any one time.
- C. No member of the Public Works Advisory Committee shall serve in any capacity on a board, committee, or commission of any public agency or district.

**2.37.050 – Officers.**

The officers of the Public Works Advisory Committee shall consist of a Chairperson and a Vice-Chairperson who shall be selected by a majority vote of the entire Public Works Advisory Committee. The terms of the Chairperson and Vice-Chairperson shall be from January 1 to December 31 of each year, subject to removal or failure to reconfirm pursuant to this Chapter.

**2.37.060 – Duties.**

- A. The Public Works Advisory Committee shall act as an advisory body to the City Council on matters relating to public works, including:
  - 1. Advise the City Council regarding Public Works programs, including but not limited to, roads, storm drains, parkways, planted medians, traffic control devices, traffic signals, maintenance of public infrastructure, and other public infrastructure obligations of the City; and
  - 2. Assist staff to develop, review, and recommend a tree planting/maintenance policy; and
  - 3. Assist staff in reviewing refuse rates and recycling programs; and
  - 4. Recommend and prioritize to the City Council all Public Works capital improvement projects or any other significant project as selected by staff or the Committee from a list of capital improvement projects for inclusion in an upcoming Capital Improvement Program; and
  - 5. Review and recommend clean energy, energy conservation, and environmental sustainability programs reducing greenhouse gas emissions; and

6. Receive regular updates of the active Capital Improvement Projects; and
7. Provide assistance in developing programs and/or recommendations to the City Council regarding the most efficient and cost effective methods of providing for Public Works needs and requirements of the City.

B. Additionally, the Public Works Committee:

1. Shall not duplicate the efforts of the Planning Commission concerning review of land use, subdivisions, and other development plans;
2. Unless expressly authorized to do so by the City Council, it shall not represent itself to be, nor in any way act for or on behalf of the City Council, nor shall it commit the officers, employees or staff of the City in any manner or to any course of action but shall act as a study center and clearinghouse for advisory action to the City Council;
3. Shall not encroach upon any area preempted by State or Federal law; and
4. Shall forward all of its findings and recommendations to the City Council.

**2.37.070 – Meetings/Quorum.**

- A. The Public Works Committee shall meet quarterly and may conduct special meetings on an as needed basis. The Committee shall adopt a resolution setting the time and place of its regular quarterly meetings.
- B. All meetings of the Public Works Advisory Committee shall be conducted in accordance with the provisions of the Ralph M. Brown Act (Gov. Code Section 54950 et seq.).
- C. A quorum of three members of the Public Works Advisory Committee shall be required for the transaction of any business.

**2.37.080 – Stipend.**

Members of the Public Works Advisory Committee may receive a stipend per meeting in an amount set by resolution of the City Council.”

**Section 2. Severability.** If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or otherwise invalid, such decision shall not affect the validity of the remaining provisions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause or phrase thereof irrespective of the fact that any one or more section, subsection, sentences, clauses or phrases be declared unconstitutional or otherwise invalid.

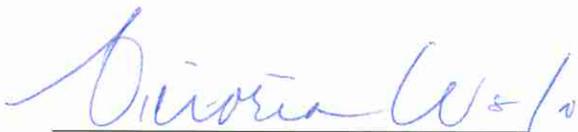
**Section 3. Certification.** The City Clerk of the City of Jurupa Valley shall certify to the passage and adoption of this Ordinance and shall cause the same to be published or posted in the manner required by law.

**Section 4. Effective Date.** This Ordinance shall take effect on the date provided in Section 36937 of the California Government Code.

**PASSED, APPROVED AND ADOPTED** by the City Council of the City of Jurupa Valley on this 21<sup>st</sup> day of July, 2022.

  
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Chris Barajas  
Mayor

ATTEST:

  
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Victoria Wasko, CMC  
City Clerk

**CERTIFICATION**

STATE OF CALIFORNIA            )  
COUNTY OF RIVERSIDE        ) ss.  
CITY OF JURUPA VALLEY        )

I, Victoria Wasko, CMC, City Clerk of the City of Jurupa Valley, do hereby certify that the foregoing Ordinance No. 2022-13 was duly introduced at a meeting of the City Council of the City of Jurupa Valley on the 7<sup>th</sup> day of July, 2022, and thereafter at a regular meeting held on the 21<sup>st</sup> day of July, 2022, it was duly passed and adopted by the following vote of the City Council:

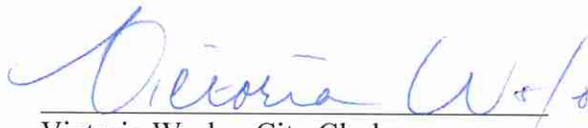
**AYES:     L. ALTAMIRANO, C. BARAJAS, L. BARAJAS, B. BERKSON, G. SILVA**

**NOES:     NONE**

**ABSENT:  NONE**

**ABSTAIN: NONE**

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed the official seal of the City of Jurupa Valley, California, this 21<sup>st</sup> day of July, 2022.



Victoria Wasko, City Clerk  
City of Jurupa Valley