

For further information on an agenda item, please contact the City at 12363 Limonite Ave. Suite 910, Eastvale, CA 91752

**AGENDA
SPECIAL MEETING OF THE PUBLIC SAFETY COMMISSION
OF THE CITY OF EASTVALE**

Monday, October 15, 2012

4:00 P.M.

Rosa Parks Elementary School 13830 Whispering Hills Drive (Teacher's Lounge)

1. CALL TO ORDER: 4:00 p.m.

2. ROLL CALL/PLEDGE OF ALLEGIANCE:

Commission Members – David Allis, Rob Medrano, Robert Johnson
Vice-Chairperson - Art Howell
Chairperson - Vacant

3. ADDITIONS/DELETIONS TO THE AGENDA:

4. PRESENTATIONS/ANNOUNCEMENTS:

At this time, the Public Safety Commission may recognize citizens and organizations that have made significant contributions to the community and it may accept awards on behalf of the City.

4.1 Department Presentations

5. PUBLIC COMMENT/CITIZEN PARTICIPATION:

*This is the time when any member of the public may bring a matter to the attention of the Public Safety Commission that is within the jurisdiction of the Commission. The Ralph M. Brown act limits the Commission's and staff's ability to respond to comments on non-agendized matters at the time such comments are made. Thus, your comments may be agendized for a future meeting or referred to staff. The Commission may discuss or ask questions for clarification, if desired, at this time. Although voluntary, we ask that you fill out a "Speaker Request Form", available at the side table. The completed form is to be submitted to the Recording Secretary prior to being heard. **Public comment is limited to two (2) minutes each with a maximum of six (6) minutes.***

6. CONSENT CALENDAR:

*Consent Calendar items are normally enacted in one motion. Commissioners may remove a Consent Calendar item for separate action. **Public comment is limited to two (2) minutes each with a maximum of (6) minutes.***

6.1 Update on Emergency Operations Plan.

Recommendation: Receive and File

6.2 Local Hazard Mitigation Planning.

Recommendation: Receive and File.

6.3 American Red Cross.

Recommendation: Receive and File.

7. NEW BUSINESS ITEMS:

Public comment will be called for each non-hearing item. Please keep comments brief so that everyone who wishes to speak has the opportunity to do so. After public comment is closed, you may not further speak on the matter unless the Commission requests further clarification of your statement. Public Comment is limited to two (2) minutes with a maximum of six (6) minutes.

7.1 Commission Selection of Chairman.

Recommendation: That the Commission discuss and select a Chairman.

7.2 Public Safety Commission Responsibilities

Recommendation: Provide Staff with direction.

7.3 Update of Motor Vehicle License Fee Revenue (VLF).

Recommendation: Receive an oral update from the City Manager regarding VLF.

8. OLD BUSINESS ITEMS:

There are no Old Business Items.

9. COMMISSION COMMUNICATIONS:

(Committee Reports, Agenda Items, Meeting Requests and Review etc.)

This is an opportunity for the Commission Members to report on their activities, to bring a matter to the attention of the full Commission and staff, and to request agenda items. Any matter that was considered during the public hearing portion is not appropriate for discussion in this section of the agenda. NO ACTION CAN BE TAKEN AT THIS TIME.

10. CITY STAFF REPORT:

11. ADJOURNMENT:

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City of Eastvale. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

POSTING STATEMENT:

I, Ariel Berry, Assistant City Clerk or my designee hereby certify that a true and correct, accurate copy of the foregoing agenda was posted on October 11, 2012, seventy-two (72) hours prior to the meeting per Government Code 54954.2.

12363 Limonite Ave. Suite 910, Eastvale, CA 91752

Rosa Parks Elementary School 13830 Whispering Hills Drive

Eastvale Library 7447 Cleveland Avenue

City of Eastvale Website, eastvaleca.gov

**CITY OF EASTVALE
PUBLIC SAFETY COMMISSION
AGENDA SUBMITTAL**

Meeting Date: October 15, 2012

SUBJECT: Police Department Report

REQUESTED ACTION: Information Only

CONTACT: Danny Feltenberger, Chief of Police

BACKGROUND:

The Public Safety Commission was established in February of 2011. The purpose of the Commission is to provide recommendations on matters regarding the following matters:

Public Perceptions of effectiveness of:

- Crime incidences
- Crime trends
- Life Safety issues/Neighborhood Watch
- Fire Prevention/Awareness
- Emergency Preparedness
- Public Safety/Traffic Calming measures such as stop signs and yield signs
- Other matters as may be directed by the City Council

DISCUSSION:

Attachments include spatial analysis maps depicting crime trend locations and types of crime throughout the city in two-week increments. Additionally, all traffic collision location and type of collision data for the month of September has been included to assist the commission in identifying potential traffic-related problem areas in the city of Eastvale.

BUDGET (or FISCAL) IMPACT:

None.

RECOMMENDATIONS:

Information and file

ATTACHEMENTS:

1. Spatial Analysis Map for period September 25 – October 08, 2012
2. Spatial Analysis Map for period September 11 – September 24, 2012
3. Traffic Collision Data – September 2012

EASTVALE- SPATIAL ANALYSIS

Eastvale - Zone 60, 62,64 Part 1 Crime Activity

September 25–October 08, 2012

Part 1 Crimes decreased by 25.5% from 47 to 35 over the past two weeks in the city of Eastvale.

The total of violent crimes decreased by 63.6% from 11 to 4.

Rape stayed the same at 0.

Aggravated Assault decreased by 80% from 10 to 2.

Homicide stayed the same at 0.

Robbery increased by 100% from 1 to 2.

Property Crimes decreased by 13.9% from 36 to 31.

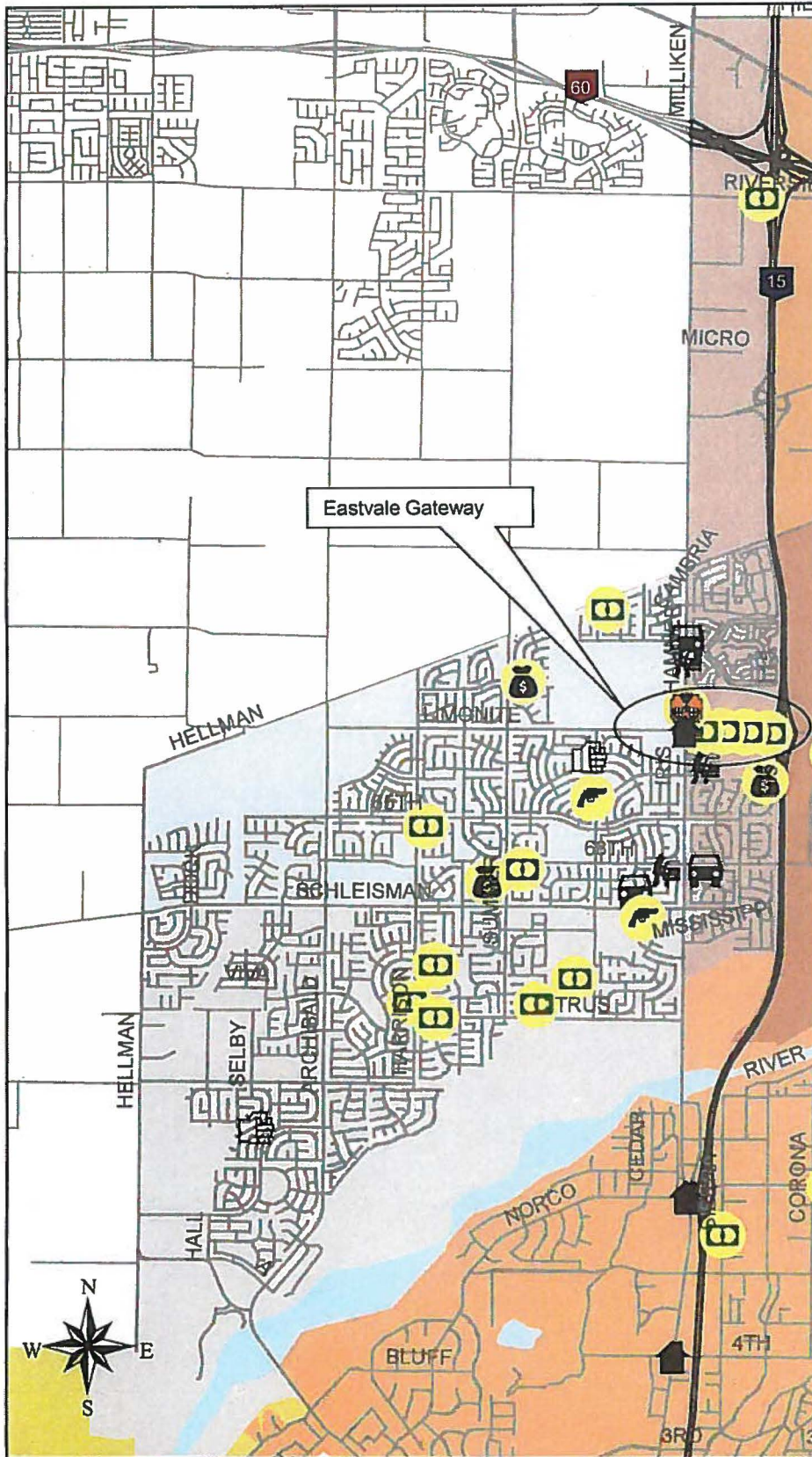
Larceny Theft decreased by 3.8% from 26 to 25.

Vehicle Burglary decreased by 33.3% from 6 to 4.

Burglary decreased by 66.7% from 9 to 3.

Auto Theft increased by 200% from 1 to 3. Arson stayed the same at 0.

Eastvale Gateway - Total of 13 Part 1 Crimes- 3 Burglaries, 7 Petty Thefts, 1 Thefts from Vehicle, 1 Metal Theft and 1 Grand Thefts.



Number	Inc. Date	Inc. Time	Call Type	EDP Trans.	Address	RD	Area	Day of Week
1	09/02/2012	21:04:01	1182N	18J7N - Prop.Dam.Only T/C - No Pros.-Pub Str	HAMNER X EUCALYPTUS		EV	SUNDAY
2	09/14/2012	16:10:51	1182N	18J7N - Prop.Dam.Only T/C - No Pros.-Pub Str	1182 LIM X SUMNER 1610 HRS		EV	FRIDAY
3	09/21/2012	08:45:16	1182N	18J7N - Prop.Dam.Only T/C - No Pros.-Pub Str	LIMONITE X EASTVALE GATEWAY 1182		EV	FRIDAY
4	09/21/2012	15:19:29	1182N	18J7N - Prop.Dam.Only T/C - No Pros.-Pub Str	LIMONITE LONG 1182		EV	FRIDAY
5	09/25/2012	06:50:45	1182N	18J7N - Prop.Dam.Only T/C - No Pros.-Pub Str	SCHLEISMAN RD / MOON FLOWER DR, EAV		EV	TUESDAY
6	09/13/2012	18:16:51	1182B	18J7N - Prop.Dam.Only T/C - No Pros.-Pub Str	MILLIKEN X EUCALYPTUS		EV	THURSDAY
7	09/24/2012	21:01:46	1182B	18J7N - Prop.Dam.Only T/C - No Pros.-Pub Str	BELLEGRAVE AV / I 15, EAV	011A	EV	MONDAY
8	09/05/2012	18:27:38	1181	18J4M - Inj.T/C No Prosec. -Public Street	HAMNER / RIVERSIDE DR, EAV	011A	EV	WEDNESDAY
9	09/26/2012	09:58:31	1182P	18J7N - Prop.Dam.Only T/C - No Pros.-Pub Str	5800 HAMNER		EV	WEDNESDAY
10	09/20/2012	19:19:05	1182P	18J7N - Prop.Dam.Only T/C - No Pros.-Pub Str	5800 HAMNER AV, EAV	011B	EV	THURSDAY
11	09/17/2012	12:01:09	1182N	18J7N - Prop.Dam.Only T/C - No Pros.-Pub Str	5800 HAMNER AV, EAV	011B	EV	MONDAY
12	09/02/2012	18:49:20	20002		LIMONITE AV / I 15, EAV	011C	EV	SUNDAY
13	09/02/2012	18:49:34	20002		LIMONITE AV / I 15, EAV	011C	EV	SUNDAY
14	09/02/2012	18:49:28	1183		LIMONITE AV / I 15, EAV	011C	EV	SUNDAY
15	09/13/2012	20:03:27	1182N	18J7N - Prop.Dam.Only T/C - No Pros.-Pub Str	LIMONITE AV / I 15, EAV	011C	EV	THURSDAY
16	09/27/2012	15:24:27	1182N	18J7N - Prop.Dam.Only T/C - No Pros.-Pub Str	LIMONITE AV / I 15, EAV	011C	EV	THURSDAY
17	09/10/2012	20:04:18	1182B	18J7N - Prop.Dam.Only T/C - No Pros.-Pub Str	LIMONITE AV / I 15, EAV	011C	EV	MONDAY
18	09/29/2012	13:43:20	20002	18E2M - Non-Injury Hit And Run	HAMNER AV / LIMONITE AV, EAV	011D	EV	SATURDAY
19	09/23/2012	13:10:50	20001	18E1F - Injury Hit And Run	LIMONITE AV / HAMNER AV, EAV	011D	EV	SUNDAY
20	09/12/2012	19:29:58	1182P	18J7N - Prop Dam Only T/C - No Pros.-Pub Str	HAMNER AV / LIMONITE AV, EAV	011D	EV	WEDNESDAY
21	09/06/2012	15:15:00	1182N	18J7N - Prop Dam Only T/C - No Pros.-Pub Str	LIMONITE AV / HAMNER AV, EAV	011D	EV	THURSDAY
22	09/10/2012	15:21:17	1182N	18J7N - Prop Dam Only T/C - No Pros.-Pub Str	LIMONITE AV / HAMNER AV, EAV	011D	EV	MONDAY
23	09/11/2012	16:48:31	1182N	18J7N - Prop Dam Only T/C - No Pros.-Pub Str	LIMONITE AV / HAMNER AV, EAV	011D	EV	TUESDAY
24	09/28/2012	20:32:02	1182N	18J7N - Prop Dam Only T/C - No Pros.-Pub Str	LIMONITE AV / HAMNER AV, EAV	011D	EV	FRIDAY
25	09/12/2012	05:40:56	1180	18J4M - Inj T/C No Prosec. -Public Street	HAMNER AV / LIMONITE AV, EAV	011D	EV	WEDNESDAY
26	09/27/2012	08:41:36	20002P	18E2M - Non-Injury Hit And Run	6993 HAMNER AV, EAV	011E	EV	THURSDAY
27	09/27/2012	16:49:42	20002P	18E2M - Non-Injury Hit And Run	6993 HAMNER AV, EAV	011E	EV	THURSDAY
28	09/13/2012	18:23:12	20002	18E2M - Non-Injury Hit And Run	HAMNER AV / 65TH ST, EAV	011F	EV	THURSDAY
29	09/22/2012	10:44:51	20001	18E1F - Injury Hit And Run	SCHLEISMAN RD / HAMNER AV, EAV	011F	EV	SATURDAY
30	09/26/2012	13:58:02	1182N	18J7N - Prop Dam Only T/C - No Pros.-Pub Str	6455 LOTUS ST, EAV	011F	EV	WEDNESDAY
31	09/21/2012	18:39:28	1181	18J4M - Inj T/C No Prosec. -Public Street	13219 KARA CT, EAV	011F	EV	FRIDAY
32	09/24/2012	13:27:43	1180	18J4M - Inj T/C No Prosec. -Public Street	RICO CT / 68TH ST, EAV	011F	EV	MONDAY
33	09/24/2012	07:29:06	1182P	18J7N - Prop.Dam.Only T/C - No Pros.-Pub Str	68TH ST / HAMNER AV, EAV	011K	EV	MONDAY
34	09/16/2012	13:02:57	1181	18J4M - Inj T/C No Prosec. -Public Street	12428 CURRENT DR, EAV	011K	EV	SUNDAY
35	09/21/2012	08:39:58	20002P	18E2M - Non-Injury Hit And Run	13429 KIWI AV, EAV	011M	EV	FRIDAY
36	09/04/2012	23:16:09	20002	18E2M - Non-Injury Hit And Run	ARCHIBALD AV / WHISPERING HILLS DR, EAV	011M	EV	TUESDAY
37	09/25/2012	18:30:53	1182P	18J7N - Prop.Dam.Only T/C - No Pros.-Pub Str	SCHLEISMAN RD / GYPSUM CREEK DR, EAV	011M	EV	TUESDAY
38	09/26/2012	09:40:30	1182P	18J7N - Prop.Dam.Only T/C - No Pros.-Pub Str	SCHLEISMAN RD / GYPSUM CREEK DR, EAV	011M	EV	WEDNESDAY
39	09/13/2012	19:29:33	1182N	18J7N - Prop.Dam.Only T/C - No Pros.-Pub Str	ARCHIBALD / BELLEGRAVE	011M	EV	THURSDAY
40	09/13/2012	16:30:26	1182B	18J7N - Prop.Dam.Only T/C - No Pros.-Pub Str	HAMNER AV / A ST, EAV	012C	EV	THURSDAY
41	09/09/2012	13:08:53	20002P	18E2M - Non-Injury Hit And Run	6912 WELLS SPRINGS ST, EAV	012D	EV	SUNDAY
42	09/01/2012	16:42:13	1183		CHANDLER ST / HELLMAN AV, EAV	012E	EV	SATURDAY
43	09/01/2012	16:27:04	20002	18E2M - Non-Injury Hit And Run	CHANDLER ST / HALL AV, EAV	012F	EV	SATURDAY
44	09/01/2012	07:40:02	1182N	18J7N - Prop.Dam.Only T/C - No Pros.-Pub Str	7070 ARCHIBALD AV, EAV	012G	EV	SATURDAY
45	09/28/2012	07:02:21	1182N	18J7N - Prop.Dam.Only T/C - No Pros.-Pub Str	ARCHIBALD AV / SCHLEISMAN RD, EAV	012G	EV	FRIDAY

1180 Major injury traffic collision
1181 Minor injury traffic collision
1182 Non-injury traffic collision
1183 Unknown injury traffic collision
20001 Felony hit & run
20002 Misdemeanor hit and run

CITY OF EASTVALE
PUBLIC SAFETY COMMISSION
AGENDA SUBMITTAL
Meeting Date: October 15, 2012

SUBJECT: Update on Emergency Operations Plan

REQUESTED ACTION: Receive and File

CONTACT: Assistant City Clerk – Ariel Berry

DISCUSSION:

The Emergency Operations Plan was approved by the City Council on September 26, 2012. Staff has now provided a digital copy to the Riverside County Office of Emergency Services (OES) for review and feedback. After the OES is satisfied that the Emergency Operations Plan is complete, it will be forwarded on for certification by the State of California and the Federal Emergency Management Agency.

The Emergency Operations Plan is a living document, and will continue to be reviewed by Staff and the Public Safety Commission, however, having the current Emergency Operations Plan certified will make the City eligible for emergency planning grants and disaster recovery funds.

CITY OF EASTVALE
PUBLIC SAFETY COMMISSION
AGENDA SUBMITTAL
Meeting Date: October 15, 2012

SUBJECT: Local Hazard Mitigation Planning

REQUESTED ACTION: Receive and File

CONTACT: Assistant City Clerk – Ariel Berry

DISCUSSION:

On October 9, 2012 the Assistant City Clerk met with the County of Riverside Office of Emergency Services representatives and the City of Jurupa Valley in regards to Local Hazard Mitigation Planning.

The County of Riverside completely revamped their Local Hazard Mitigation Plan (LHMP) and had it certified by the State of California and the Federal Emergency Management Agency (FEMA). From their plan, they have created a template that each City can use to create their own LHMP. The City of Lake Elsinore has successfully used the template. Staff was provided with login information to the County's website to download the County LHMP, as well as the template and resource information.

Staff has begun to research information necessary to develop Eastvale's LHMP. Sections of the LHMP will be coming to the Public Safety Commission for review, in a similar manner that the Emergency Operations Plan was presented. It is essential that the City submit the LHMP and have it certified. By doing so, the City will not only be more prepared for an emergency, but will also be eligible for mitigation grants and recovery funds.

CITY OF EASTVALE
PUBLIC SAFETY COMMISSION
AGENDA SUBMITTAL
Meeting Date: October 15, 2012

SUBJECT: American Red Cross

REQUESTED ACTION: Receive and File

CONTACT: Assistant City Clerk – Ariel Berry

DISCUSSION:

Staff has met with the Regional Director of Emergency Services for the American Red Cross. The American Red Cross has a large amount of emergency planning experience and has offered support for training staff members, and residents, on emergency preparedness and response.

The following is a list of items that the American Red Cross has offered to assist the City, aside from assistance in a disaster:

- Citizen Preparedness Workshops
- Emergency Shelter Training for Staff and CERT Members
- Assistance in Setting-Up Emergency Volunteer Registration
- Providing Additional Contacts for Resources Available to City

Staff will be coordinating efforts to take advantage of the available services.

**CITY OF EASTVALE
PUBLIC SAFETY COMMISSION
AGENDA SUBMITTAL**

Meeting Date: October 15, 2012

SUBJECT: Public Safety Commission Responsibilities

REQUESTED ACTION: Provide Direction

CONTACT: Carol Jacobs, City Manager

BACKGROUND:

The Public Safety Commission was established in February of 2011. The purpose of the Commission is to provide recommendations on matters regarding the following matters:

Public Perceptions of effectiveness of:

- Crime incidences
- Crime trends
- Life Safety issues/Neighborhood Watch
- Fire Prevention/Awareness
 - Review emergency incidents and response statistics
 - Make recommendations on fire department operations and standards
- Emergency Preparedness
- Public Safety/Neighborhood Traffic Management
- Other matters as may be directed by the City Council

DISCUSSION:

Since its inception, the Commission has been involved in assisting the City with the creation of the Emergency Operations plan and providing input on an ordinance on alcoholic beverages. To ensure that the Public Safety Commission is of value to the community and provides recommendations to the City Council in its area of expertise, staff recommends the Commission prioritize the responsibilities as identified above.

In order to provide information to the Commission, staff is requesting direction of the types of information needed on a monthly basis. Staff can then provide reports so that the Commission can make formal recommendations to the City Council as needed.

It is also recommended that one Commissioner report to the City Council at the second City Council meeting of the month and report on the activities and recommendations of the Commission.

BUDGET (or FISCAL) IMPACT:

None.

RECOMMENDATIONS:

Provide direction on information needed by the Commissioners and identify either one individual or create a schedule of Commissioners to report to the City Council.

ATTACHEMENTS:

Ordinance Establishing The Public Safety Commission

ORDINANCE NO. 2011-03

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EASTVALE,
CALIFORNIA, ADDING CHAPTER 2.18 OF TITLE 2 OF THE CITY OF EASTVALE
MUNICIPAL CODE RELATING TO THE PUBLIC SAFETY COMMISSION.**

THE CITY COUNCIL OF THE CITY OF EASTVALE DOES ORDAIN AS FOLLOWS:

Section 1. Chapter 2.18 Public Safety Commission, as set forth in Exhibit "A" attached hereto and incorporated herein by this reference, is hereby added to Title 2 of the City of Eastvale Municipal Code.

Section 2. If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance, and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases or portions thereof be declared invalid or unconstitutional.

Section 3. Upon the effective date of this Ordinance, the provisions hereof shall supersede any conflicting provisions of the Codified Ordinances of the County of Riverside as the same were adopted by City Ordinance No. 2010-01.

Section 4. The City Clerk shall certify the adoption of this Ordinance and shall cause the same to be posted as required by law.

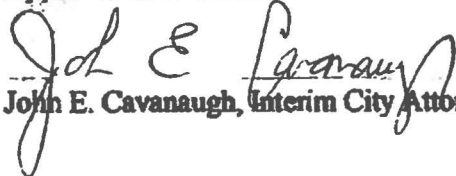
PASSED, APPROVED AND ADOPTED at a regular meeting of the City Council held this 23rd day of February, 2011.


Adam Rush, Mayor

Attest:


Judy Haughney, Interim City Clerk

Approved as to Form:


John E. Cavanaugh, Interim City Attorney

STATE OF CALIFORNIA)
COUNTY OF RIVERSIDE) §
CITY OF EASTVALE)

I, Judy L. Haughney, INTERIM CITY CLERK OF THE CITY OF EASTVALE, DO HEREBY CERTIFY that the foregoing Ordinance Number 2011-03 was duly and regularly adopted by the City Council of the City of Eastvale at a regular meeting held the 23rd day of February, 2011, by the following vote:

AYES: Council Members Howell, Welch, Bootsma, Mayor Pro Tem
DeGrandpre

NOES: None

ABSENT: None

ABSTAIN: None


Interim City Clerk, Judy L. Haughney



EXHIBIT "A"

CHAPTER 2.18 – PUBLIC SAFETY COMMISSION

2.18.010. Public Safety Commission Established.

A Public Safety Commission which shall be known as the Public Safety Commission of the City of Eastvale is hereby created and established.

2.18.020. General Provisions.

A. Membership.

The Commission shall consist of five members who shall be registered voters of the City. Members shall not be officers or employees of the City. All members serve at the will and pleasure of the City Council. A Public Safety Commissioner may be removed at any time during a term of office by an affirmative vote of three (3) Councilmembers.

B. Terms of office--Vacancy.

(a) Each City Councilmember shall propose to the City Council in the form of a nomination of one (1) City resident to serve on the Public Safety Commission. Unless there is a four-fifths vote taken against a nomination, each nominee shall be automatically appointed to the Public Safety Commission. Appointments shall be made at a regular City Council meeting.

(b) Each Public Safety Commissioner shall serve a term of two (2) years. Each term shall coincide with the City's regular general election date. The first Public Safety Commissioners appointed shall serve until the first Public Safety Commission meeting after the election results of the first general municipal election is certified.

(c) If a vacancy occurs otherwise than by expiration of a term, it shall be filled by appointment for the unexpired portion of the term by the individual Councilmember who made the appointment to the seat which is vacant.

C. Absence from Meetings.

Any Commission member absent from two (2) consecutive regularly scheduled meetings, or absent from three (3) regularly scheduled meetings of the Commission during a calendar year, may be removed from office. By an affirmative vote of three (3) Councilmembers, the City Council may declare a vacancy on the Public Safety Commission and direct the City Clerk to post the notice of vacancy and begin the application process to fill the unexpired term.

2.18.030. Officers; meetings; rules and regulations; records.

The Public Safety Commission shall elect its chairman from among its appointed members for a term of one year, and shall likewise elect one of its members to serve as presiding officer pro tempore (vice-chairman) at the pleasure of the Commission. The Public Safety Commission shall hold at least one meeting quarterly but not more than 3 meetings quarterly in the City Council chambers which shall be open to the public, and may adjourn or readjourn any regular meeting to a date and hour certain which shall be specified in the order of adjournment. When so adjourned, such adjourned meeting shall be a regular meeting for all purposes. If at any time any regular meeting falls on a holiday, such regular meeting shall be held in the next business day. The Public Safety Commission shall adopt rules and regulations for transaction of business and shall keep a record of its resolutions, transactions, findings and determinations, which records shall be a public record.

2.18.040. Duties.

The Public Safety Commission shall be charged with the responsibility for making recommendations regarding matters affecting

1. Public Perceptions of effectiveness of
2. Crime Incidences
3. Crime trends
4. Life Safety issues/Neighborhood Watch
5. Fire Prevention/ Awareness
6. Emergency Preparedness
7. Public safety/Traffic calming measures such as stop signs and yield signs
8. Other matters that may be directed by order of the City Council.

2.18.050 Power and authority.

The Public Safety Commission shall cause proper records to be kept of all its official acts and proceedings. The Commission shall have no power or authority to bind or obligate the City or any officer or department thereof for any money, debt, undertaking or obligation of any kind in excess of the appropriation which the City Council may have made for the purpose of the Commission in any fiscal year.

2.18.060. Rules of organization and procedure.

The Commission is a reviewing and recommending body only and shall have no power to direct members of the city staff or contract entities. Except as otherwise provided in this chapter or by

law, the Commission shall have power to and shall provide for its own organization, shall adopt rules and regulations for the transaction of business before it, and shall designate the time and place for the regular monthly meeting or meetings of the Commission.

2.18.070. Stipend.

Members of the Public Safety Commission may receive a stipend for their services as set by resolution of the City Council. No additional monies shall be paid for expenses incurred by the members of the commission in the performance of their duties, except that the City Council may from time to time authorize in advance, expenditures for attendance at seminars, institutes, or other meetings which the City Council finds to be beneficial to the commissioners in the performance of their duties, and in the best interest of the city. Claims for such expenses shall be filed with the finance director, or designee, and shall be subject to audit and approval by the City Council.