

By-Laws

**San Luis Obispo County
Flood Control and Water Conservation District
Zone 1/1A Advisory Committee**

(Draft proposed amendments shown in bolded italics)

1. Name

- a. The name of this organization shall be "San Luis Obispo County Flood Control and Water Conservation District, Zone I and IA, Advisory Committee", hereafter referred to as the Committee.

2. Purpose and Authority

- a. The purpose of the Committee is to provide recommendations to the San Luis Obispo County Flood Control District regarding appropriate actions to provide flood protection for the properties within the boundaries of Flood Control Zone 1 and IA (Zone).
- b. The committee is created in accordance with the provisions set forth in the Government Code to provide advise to the Board of Supervisors of the San Luis Obispo County Flood Control and Water Conservation District ("Board of Supervisors"). It exists at the pleasure of the Board of Supervisors. The Committee's authority is that of persuasion.
- c. The Committee is an entity existing under the authority of the San Luis Obispo County Flood Control and Water Conservation District (District). The committee and its members are not empowered to commit the Zone or the District to any action, participation, or financial involvement. The Committee is not authorized to take any legal action on behalf of the District, or to legally bind the District in any way.

3. Areas of Responsibility

- a. The Committee shall be responsible for making recommendations to the District and its Board of Supervisors in the following areas:
 - i Determining the needs, desires, and financially supportive capabilities of the properties within the Zone.
 - ii Reviewing proposed operation and maintenance, projects and programs affecting flood protection for properties within the Zone.
 - iii Gathering and evaluating data relative to the flood protection within the Zone.
 - iv Informing, and seeking the input of, the community on matters affecting flood protection within the Zone.
 - v Reviewing information provided by district staff, evaluating the flood protection needs and the financial capabilities of the Zone and communicating this information to the Board of Supervisors.

4. Bylaws

- a. These Bylaws become effective when they are adopted by the Board of Supervisors.

- b. Any revisions to the Bylaws must be submitted to the Board of Supervisors for approval and adoption.

5. Membership

- a. Membership is by appointment of the Board of Supervisors.
- b. There shall be seven (7) Members *and a maximum of seven (7) Alternates*.
- c. The membership is limited to residents or owners of property within the boundaries of Flood Control Zone I and IA.
- d. A majority of the membership shall be owners of *one or more* parcels *totaling* greater than *five (5)* acres in size.
- e. Participation in subcommittees shall be open to individuals who are not members of the Advisory Committee.
- f. The term of membership shall be as long as the Board of Supervisors wishes the member to serve and the member agrees.
- g. Vacancies in membership will be posted by the Clerk of the Board of Supervisors in accordance with Section 54974 of the Government Code. Persons seeking to fill posted vacancies will submit application resumes to the Public Work Department. The Public Works Department will transmit the application resumes to the Board of Supervisors for appointment.
- h. It shall be the responsibility of the Advisory Committee member who will be absent to contact an alternate to attend the meeting in their place.*
- i. An Advisory Committee member's position may be considered vacated in the following circumstance:*
 - i The member fails to attend four consecutive meetings, and*
 - ii The member fails to notify the Committee Secretary or Chairman, and*
 - iii The vacancy is confirmed by a majority vote of the Committee at a regularly scheduled meeting.*

6. Officers

- a. The members of the Committee will annually select a Chairperson, Vice Chairperson, and Secretary.
- b. It shall be the duty of the Committee Chairperson to:
 - i. Preside over meetings.
 - ii. Call special meetings when necessary.
 - iii. Appoint sub-committees.
- c. It shall be the duty of the Vice Chairperson to preside over meetings in the absence to the Chairperson.
- d. The Secretary shall be appointed by the District Director of Public Works to keep notes of all meetings and be responsible for correspondence.

7. Meetings

- a. Meetings shall be held on a schedule established by the Committee. The frequency of meetings will be determined by the Committee in response to the needs of the Zone. Meetings shall be noticed and held in a manner consistent with applicable law.
- b. A majority of the appointed membership shall constitute a quorum.
- c. All regular and special meetings will be open to the public, and a portion of each meeting will be reserved for public comment.
- d. Any decision or recommendation to the Board of Supervisors shall require a majority vote of the committee members present.

Bylaws approved by Steering Committee, June 2001