PASO ROBLES GROUNDWATER BASIN ADVISORY COMMITTEE BYLAWS

Article I: Purpose

The purpose of the Paso Robles Groundwater Basin (Basin) Advisory Committee (Committee) is to advise the Board of Supervisors (BOS), acting either as the San Luis Obispo County Flood Control and Water Conservation District or San Luis Obispo County, concerning policy decisions relating to:

1. Implementation of the Basin Groundwater Management Plan
2. Development of a "enhanced" Groundwater Management Plan for the Basin
3. Formation of a new water district
4. Transition of an initial County-supported district to an independent district
5. Other policies and ordinances

The Committee will also serve as a public forum to discuss and collect comments on Basin issues.

Article II: Structure

This committee will be an official advisory committee to the BOS. The BOS will approve committee structure, solicit qualified applicants in accordance with Maddy Act requirements and will approve committee members.

Article III: Time Frame

This committee will sunset after a period of two years, however the BOS has the option to extend the time frame as needed.

Article IV: Members

A) Members representing Agencies, Organizations and Associations

- The following agencies, organizations and associations may nominate a member and an alternate:

City of Paso Robles
Atascadero Mutual Water Company
City of Atascadero
Templeton Community Service District
San Miguel Community Services District
Monterey County Water Resources Agency
County of Monterey (Resource Management Agency)
Shandon (County Service Area 16)
Paso Robles Imperiled Overlying Rights (PRIOR)
Paso Robles Wine Country Alliance
Central Coast Vineyard Team

San Luis Obispo County Farm Bureau
San Luis Obispo County Cattlemen's Association
Upper Salinas-Las Tablas Resource Conservation District
City of San Luis Obispo

B) At Large Members

- All positions will have a member and an alternate member
- Qualified applicants live and/or have a business within the Basin

One At-Large viticulture agriculturalist
One At-Large non-viticulture irrigated crop agriculturalist
One At-Large environmental representative
One At-Large rural representative (District 1 appointment)
One At-Large rural representative (District 5 appointment)
Five At-Large rural residential representatives
One At-Large (Undesignated)

C) Members are encouraged to provide an update on water resource issues relevant to their group or agency at least once per year.

D) Three successive unexcused absences of a member without notifying the Committee, if no alternate is representing the member, shall be cause for the member to be dropped from the Committee and the member's agency shall be notified and nomination of a new representative requested.

E) This Committee shall comply with all applicable laws, including the Ralph M. Brown Act.

Article V: Meetings

1. Meetings shall be held on the third Thursday of each month. If a majority vote of members present in a regular meeting approve, any regular meeting may be postponed if it would fall on a holiday.

2. Meetings shall begin at 2:00 p.m. and shall continue for no more than two hours unless extended time is approved by a majority vote.

3. The Chairperson, or the Vice Chairperson in the Chairperson's absence, may call a Special Meeting after proper notification of the Committee members. Proper notification shall be deemed to have been met if such notification is written and is delivered personally, by mail, by email with a confirmation receipt, or by direct contact by telephone at least 24 hours in advance of the scheduled meeting.

4. Meetings may be canceled by vote of the committee in a meeting. If there are insufficient items to justify a meeting it may be canceled by agreement between the Chairperson and Secretary. Notice of canceled meetings shall be the same as for special meetings.

5. Fourteen members, or their alternates in their absence, shall constitute a quorum.

6. Any decision or recommendation to the Board of Supervisors shall require a majority vote by Committee members present, or their alternates, for passage.
7. Every member shall have one vote. This vote may be cast by the member or the alternate.
8. Meetings shall be open to the public and members of other governmental agencies. Visitors may express opinions or make requests during public comment. The Chairperson may open and close the meeting to public comment.

Article VI: Officers

1. Officers of the Committee shall consist of the Chairperson, Vice-Chairperson and Secretary.
2. The Chairperson and Vice-Chairperson of the Committee shall be selected from the members of the Committee and elected by a majority vote of the members present. The Secretary shall be County Public Works staff assigned annually by the County Public Works Department Director.
3. Election of Officers shall be done annually at the March meeting of the Committee.
4. Vacated elected offices shall be filled by election by the Committee. The Vice-Chairperson shall assume the Chairpersonship in the event of absence of the Chairperson.

Article VII: Administration

1. The Secretary, in cooperation with the Chairperson, shall prepare the agenda for each regular and special meeting of the Committee. Any Committee member may contact the Secretary and Chairperson and request that an item be placed on the regular meeting agenda no later than 4:30 p.m. twelve calendar days prior to the applicable meeting date. Such a request must be also submitted in writing either at the time of communication with the Secretary or delivered to the County Public Works Department within the next working day. Consideration of the request by the Secretary, in cooperation with the Chairperson, for inclusion on the agenda will be limited to include review for consistency with District and Board of Supervisors priorities, the mandate of the Committee, and available time.

2. The Chairperson, in cooperation with the Secretary, shall prepare an Annual Report for review by the Committee no later than the March meeting date. The Annual Report shall include a summary of Committee activities, actions and outcomes for the previous year, and current status of continuing efforts. The Annual Report shall be forwarded to the Board of Supervisors after review by the Committee.

3. Bylaws shall be reviewed annually for recommended updates or more often if requested by the Board of Supervisors.

Approved by the Board of Supervisors – December 9, 2014