

**THIRD AMENDMENT TO THE BYLAWS OF
COUNTY SERVICE AREA NO. 34, ZONE "A" (BRIGHTON CREST)
CITIZENS' ADVISORY COMMITTEE**

ARTICLE I – NAME

This organization shall be known as the "County Service Area No. 34, Zone 'A', Citizens Advisory Committee," referred to herein as "Committee."

ARTICLE II – PURPOSE

The purpose of the Committee is to advise the County of Fresno regarding services which are to be provided to County Service Area No. 34, Zone "A" (CSA 34A). The Committee shall act as liaison between CSA34A property owners and the County in matters pertaining to services and facilities provided by the County through CSA 34A.

ARTICLE III – ORGANIZATION

The Committee shall consist of up to eleven members selected by the property owners within the CSA 34A. The committee shall include: up to five members who are owners of property within CSA 34A and elected by the property owners within the CSA 34A; up to two members appointed by the Brighton Crest Home Owners Association (BCHOA); up to two members appointed by the Fairways Home Owners Association (Fairways HOA);, and up to two members appointed by Table Mountain Rancheria (TMR).

ARTICLE IV – COMMITTEE MEMBERSHIP

Qualifications: Each member of the Committee shall be a record owner of property within the CSA 34A boundaries or someone appointed by BCHOA, Fairways HOA, or TMR.

Term of Membership: Each elected Committee member shall have a term of two years, except for the initial election which shall be as follows:

Three Members – One-Year Term
Two Members – Two-Year Terms

The members designated to serve initial three-year terms, unless otherwise agreed upon by a majority of the Committee, shall be chosen by drawing lots.

For purposes of these amended bylaws, "initial election" includes the election that occurred in the summer of 2016.

Meeting Attendance: Any member who is absent from three consecutive meetings shall be deemed to have resigned their membership unless the absence is excused by the Committee. The Secretary shall give written notice to the member who, without an excuse, has missed two consecutive regular meetings in a calendar year, which notice shall contain a statement advising the member of the absences and the

consequences thereof, together with a copy of Section 2.68.010 of the Fresno County Ordinance Code which specifies member attendance at meetings.

Elections: Beginning two years after the initial election, election of members to the Committee shall be conducted annually after being noticed at least one month in advance of the election.

Vacancies: Vacancies occurring on the Committee shall be filled by appointment of the Committee for the unexpired term of the member being replaced. The vacancy may be filled at a regular meeting provided that the notice indicates that an election is to take place and is given at least one month in advance.

ARTICLE V – OFFICERS

The officers of the Committee shall be a Chairperson, Vice-Chairperson, and Secretary. Officers shall be elected and take office at an annual meeting established and noticed for this purpose. Elections shall be by the majority of votes cast by the Committee members in attendance.

Duties of Officers:

1. The Chairperson shall:
 - a) Call and preside over all meetings
 - b) Serve as ex-officio member of all subcommittees appointed by the Committee
 - c) Be the spokesperson for the Committee in its public relations
2. The Vice-Chairperson, in the absence of the Chairperson, shall assume all the duties and have the authority of the Chairperson
3. The Secretary shall record and retain minutes of all meetings, prepare and disseminate agendas and meeting notices, conduct the elections, and be responsible for correspondence of the Committee

ARTICLE VI – MEETINGS

All meetings shall be open to the public.

All meetings shall be noticed to comply with the minimum requirements of the Ralph M. Brown Act (California Government Code Sections 54950 – 54963) which are as follows:

Regular Meetings: Post at least a 72-hour notice prior to meeting.

Special Meetings: Provide a 24-hour notice to members prior to meeting.

Regular Meetings: Regular meetings will be held each January, April, August, and October. Day, time, and date shall be posted a minimum of at least 72-hours prior to meeting within the boundaries of CSA 34A and each property owner of record may be sent advance notice of such regular meeting. At each regular meeting the Committee shall set the time and place for the succeeding regular meeting.

Special Meetings: Special meetings of the Committee may be called at any time by the Chairperson or two members of the Committee upon giving 24-hour notice to each member.

Quorum: A quorum shall consist of three (3) attending elected members.

ARTICLE VII – ADOPTION OF BYLAWS

After the Committee has reviewed these bylaws and made changes hereto as deemed appropriate, the bylaws shall be submitted to the Fresno County Board of Supervisors for review and adoption.

ARTICLE VIII – BYLAWS REVIEW AND AMENDMENTS

These bylaws shall be reviewed by the Committee at least once every two years.

Any Committee member or County Staff may propose an amendment to these bylaws at any time by submitting it to the Committee at any regular meeting. The amendment shall be voted upon by the Committee at the next regular meeting of the Committee. If approved, the amendment shall be submitted to the Fresno County Board of Supervisors for review and adoption.

Adopted by the Fresno County Board of Supervisors October 11, 2016.