

BYLAWS OF THE
COUNTY SERVICE AREA NO. 34, ZONE D – RENAISSANCE AT BELLA VISTA
CITIZENS ADVISORY COMMITTEE

ARTICLE I – NAME

This organization shall be known as County Service Area No. 34, Zone “D”, Renaissance at Bella Vista 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 “D” (CSA). The Committee shall act as a liaison between the CSA property owners and the County in matters pertaining to services in the CSA.

ARTICLE III – ORGANIZATION

The Committee shall consist of three to five members elected by the property owners within the CSA. The Committee may contain more than five members, and fewer than five members, but no less than three members.

ARTICLE IV – COMMITTEE MEMBERSHIP

Qualifications: Each member of the Committee shall be a current owner of property within the County Service Area 34D Subdivision.

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

Chairperson	Three-Year Term
Vice-Chairperson	Two-Year Term
Secretary	One-Year Term

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: After the initial formation, election of members to the Committee shall be conducted after being noticed at least one (1) month in advance of the election.

Vacancies: Vacancies occurring on the Committee shall be for the unexpired term of the member being replaced and may be filled at a regular meeting provided that the notice discussed in Article VI indicated an election will take place.

ARTICLE V – OFFICERS

The officers of the Committee shall be a Chairperson, Vice-Chairperson, and Secretary. Officers shall be elected and take office at a 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 which are as follows:

Regular Meetings: Post a notice within the CSA at least seventy two (72) hours prior to the meeting.

Special Meetings: Provide a twenty four (24)-hour notice to the members prior to the meeting.

Regular Meetings: Each regular meeting shall be noticed in advance. Regular meetings will be held each January, April, August, and October. At each regular meeting, the Committee shall set the time and place for the succeeding regular meeting. The Committee shall give each property owner of record advance notice of such 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 five (5) days notice to each member.

Quorum: A quorum shall consist of at least three (3) members present.

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 May 12, 2020
Date