

Greater Monterey County Regional Water Management Group Bylaws

With Amendments through September 2018

ARTICLE I. THE GROUP

Section 1. Name. The name of this group is the “Greater Monterey County Regional Water Management Group” (RWMG).

Section 2. Composition. The RWMG is composed of 18 entities:

- Big Sur Land Trust
- California State University Monterey Bay
- California Water Service Company
- Castroville Community Services District
- City of Salinas
- City of Soledad
- Elkhorn Slough National Estuarine Research Reserve
- Environmental Justice Coalition for Water
- Marina Coast Water District
- Monterey Bay National Marine Sanctuary
- Monterey County Agricultural Commissioner’s Office
- Monterey County Resource Management Agency
- Monterey County Water Resources Agency
- Monterey One Water
- Moss Landing Marine Laboratories
- Resource Conservation District of Monterey County
- Rural Community Assistance Corporation
- San Jerardo Cooperative, Inc.

Section 3. Notices. Any notices shall be sent to the Project Coordinator and to each of the RWMG entities by personal delivery, by email, by facsimile, or by first class mail, postage prepared in the United States Postal Service at the addresses set forth below. Notice shall be deemed effective upon delivery or transmission if delivered or sent by email or facsimile and on the third (3rd) day after mailing.

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<p>John Olson, Ph.D. School of Natural Sciences California State University Monterey Bay Building 53, 100 Campus Center Seaside, CA 93955 Phone: (831) 582-3873 Email: joolson@csumb.edu</p>	<p>Brenda Granillo, Interim District Manager California Water Service Company 254 Commission Street Salinas, CA 93901 Phone: (831) 757-3644 Email: BGranillo@calwater.com</p>
<p>J. Eric Tynan, General Manager Castroville Community Services District 11499 Geil Street (P.O. Box 1065) Castroville, CA 95012 Phone: (831) 633-2560 Fax: (831) 633-3103 Email: eric@castrovillecsd.org</p>	<p>Brian Frus City of Salinas, Public Works Department 200 Lincoln Avenue Salinas, CA 93901 Phone: (831) 758-7485 Fax: (831) 758-7935 Email: brianf@ci.salinas.ca.us</p>
<p>Donald T. Wilcox, PE Public Works Director/City Engineer City of Soledad 248 Main Street (P.O. Box 156) Soledad, CA 93960 Phone: (831) 223-5173 Email: DWilcox@cityofsoledad.com</p>	<p>Carl P. Holm, AICP Director RMA Monterey County Resource Management Agency 168 W. Alisal, 2nd floor Salinas, CA 93901 Phone: (831) 755-5103 Fax: (831) 755-5877 Email: HolmCP@co.monterey.ca.us</p>
<p>Monique Fountain, Tidal Wetland Project Director Elkhorn Slough National Estuarine Research Reserve/Elkhorn Slough Foundation 1700 Elkhorn Road Watsonville, CA 95076 Phone: (831) 728-2822 Fax: (831) 728-1056 Email: Monique@elkhornslough.org</p>	<p>Colin Bailey, Executive Director Environmental Justice Coalition for Water 519 12th Street, Sacramento, CA 95814 Phone: (916) 432-3529 Email: colin.ejcw@gmail.com</p>
	<p>Brian True, Capital Projects Manager Marina Coast Water District 11 Reservation Road Marina, CA 93933 Phone: (831) 883-5937 Fax: (831) 384-0197 Email: btrue@mcwd.org</p>
<p>Bridget Hoover, Director Water Quality Protection Program Monterey Bay National Marine Sanctuary 299 Foam Street Monterey, CA 93940 Phone: (831) 647-4217 Fax: (831) 647-4250 Email: bridget.hoover@noaa.gov</p>	<p>VACANT Monterey Co. Agricultural Commissioner's Office 1428 Abbott Street Salinas, CA 93901 Phone: (831) 759-7325 Fax: (831) 759-2268 Email: xxx@co.monterey.ca.us</p>

Elizabeth Krafft Monterey County Water Resources Agency 1441 Schilling Place Salinas, CA 93901 Phone: (831) 755-4860 Fax: (831) 424-7935 Email: krafftea@co.monterey.ca.us	Mike McCullough, Government Affairs Administrator Monterey One Water 5 Harris Court, Building D Monterey, CA 93940 Phone: (831) 645-4618 Fax: (831) 372-6178 Email: MikeM@mrwpca.com
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Karen McBride, Rural Development Specialist- Environmental Rural Community Assistance Corporation 3120 Freeboard Drive #201 West Sacramento, CA 95691 Phone: (916) 447-9832 ext 1012 Email: karenm@rcac.org	Horacio Amezcuita, Manager San Jerardo Cooperative, Inc. 24500 Calle El Rosario Salinas, CA 93908 Phone: (831) 424-1947 Fax: (831) 424-1948 Email: horacioamezcuita@yahoo.com

Section 4. Incorporation of New Members. It is recognized that composition of the RWMG may change from time to time. Incorporation of new members into the RWMG will be decided on a case-by-case basis by majority vote of the RWMG, with the general assumption that a new entity will only be considered for admission into the RWMG if such admission would result in more balanced representation on the RWMG of geographic regions, disadvantaged communities, or water resource management interests within the Greater Monterey County region. A new member will be required to sign the MOU and will be expected to actively participate in regular RWMG meetings and in other RWMG activities, such as subcommittees or attendance at public workshops.

Section 5. Removal of RWMG Members. Lack of regular attendance at RWMG meetings or of active participation in RWMG activities may result in removal from the RWMG. A member may be removed from the RWMG, following 30-day written notice of a possible removal action and the reason therefore, upon the affirmative vote of a majority of RWMG members.

ARTICLE II. MEETINGS

Section 1. Meetings. RWMG meetings will be held on a monthly basis throughout the duration of development of the Integrated Regional Water Management Plan (IRWMP), unless cancelled by the Project Coordinator due to lack of business to discuss. Meetings will be held the third Wednesday of each month from 1:30PM – 3:30PM at a location to be determined each month. A call-in conference phone number will be made available for those who cannot physically attend. The RWMG meetings will be open to the public. Upon completion of the IRWMP, RWMG meetings will be held on a schedule to be determined most appropriate for continued integrated planning and plan updates.

Section 2. Attendance. The RWMG members are expected to attend all meetings scheduled.

Section 3. Special Meetings. Subject to proper notice, special meetings may be called by the Project Coordinator or by any other RWMG member regarding the development or amendment of the IRWMP.

Section 4. Conflict of Interest. Any member who believes himself/herself to have a conflict of interest in any matter shall indicate such conflict prior to discussion of the matter and shall step down during such discussion and subsequent voting.

Section 5. Requests and Considerations. All requests and/or considerations related to the RWMG shall be made in writing at least seventy-two (72) hours prior to the time of the regular scheduled meeting.

Section 6. Conduct of Meetings. Except as otherwise provided by these Bylaws, the RWMG will follow the latest version of Robert's Rules of Order for the orderly conduct of meetings.

ARTICLE III. DECISION-MAKING

Section 1. Decision-making Authority of RWMG. The RWMG is the final decision-making authority in all matters related to the IRWMP, though stakeholders and the general public will be given ample opportunity for comment and input regarding elements of the IRWMP during IRWMP development and future amendments.

Section 2. Quorum. A simple majority (50% plus one) of the RWMG shall constitute a quorum for the transaction of business.

Section 3. Voting. In order for voting to take place, there must be a quorum including at least two local agencies having statutory authority over water supply or water management. Action shall require a simple majority vote (50% plus one) of those present at the meeting, where "present" means involved in the discussion either in person or via conference call. Each RWMG entity is allowed one vote, regardless of whether or not they have contributed financially to the plan or to other RWMG activities. All votes will be counted equally. If the primary representative for a RWMG entity cannot attend a RWMG meeting, an alternate will be permitted to participate in the meeting and vote on behalf of that entity.

ARTICLE IV. DESIGNATION OF COMMITTEES

Section 1. Designation of Committees. The RWMG may designate committees to advise the RWMG in matters related to development of the IRWMP. These committees will include, at a minimum: various subcommittees to aid the RWMG in its decisions regarding specific elements of the IRWMP; a Project Review Committee to review, develop, and rank the projects submitted for inclusion in the IRWMP; and a Funding Committee to identify additional sources of potential funding for the region's water resource management projects and to support the ongoing IRWM planning process. The roles and responsibilities of each of these groups are described in the following sections.

Section 2. Executive Committee (EC): The RWMG may designate an Executive Committee. The role and authority of the Executive Committee are defined as follows:

- *Responsibilities:* The Executive Committee's specific responsibilities include:
 - Exercising limited powers of the RWMG between regularly scheduled meetings including developing meeting agendas, meeting with partner agencies regarding IRWM efforts, as well as other water-related topics such as stormwater and groundwater.
 - Acting as liaison with the Department of Water Resources staff and other state/federal agencies regarding funding opportunities.

- Serving as a sounding board for management on emerging issues, problems, and initiatives.
 - Reporting to the RWMG at the next meeting on any actions it has taken.
 - Providing oversight and direction to the Program Director including strategic planning and funding.
 - Working in concurrence with other committees established by the RWMG.
 - Signing documents approved by the RWMG.
- *Meetings:* The Executive Committee meets as needed to address matters at hand. Executive Committee members must attend all RWMG meetings and all Executive Committee meetings. If an Executive Committee member is not able to attend a RWMG or EC meeting, a proxy may be sent to no more than 25% of regularly scheduled RWMG meetings (three meetings per year). If an Executive Committee member misses more than three RWMG or EC meetings during their one-year term, the RWMG has the option of voting in a replacement to represent that member's category (i.e., conservation/watershed, disadvantaged community, agency, and water supply/management). If the Chair is absent from an EC meeting, the Vice-Chair shall facilitate the meeting, not the Chair's proxy.
 - *Members:* The Executive Committee is comprised of five individuals (not member organizations) of the RWMG as appointed and voted by other members of the RWMG. The Program Coordinator is included as one of the five participants on the Executive Committee and will participate in all meetings except in matters related to the Program Coordinator evaluation and compensation. In order to ensure the diversity of the RWMG is well represented, the following categories were identified for the four representatives: conservation/watershed, disadvantaged community, agency, and water supply/management. The members will each serve a one-year term with the option to extend one year if approved by the RWMG. No member may serve longer than two years. Reappointments or reelection of members may take place after one year has passed. Once the four members are voted in, a Chair and Vice-chair will be selected.

Section 3. RWMG Subcommittees: The RWMG will need to define certain elements of the IRWMP including regional issues and conflicts, goals and objectives, and a system for ranking projects. Subcommittees comprised of RWMG members will be created to develop recommendations to the RWMG regarding each of these plan elements. A subcommittee to review drafts of the IRWMP will also be formed. Other subcommittees may be formed as needed.

Section 4. Project Review Committee: The Project Review Committee will review all projects submitted for inclusion into the IRWMP, determine whether they meet minimum criteria, and then rank the projects according to the approved project ranking system. The Committee will recommend a ranked project list to the RWMG, which will then discuss, revise if necessary, and vote to accept a final list for inclusion in the IRWMP. The Project Review Committee will be comprised entirely of RWMG members.

Section 5. Funding Committee: A Funding Committee will be created to assist the RWMG in identifying funding sources (beyond State IRWM funds) to help implement the region's projects, as well as funds to support ongoing IRWM planning. The Funding Committee will meet two or three times a year to review projects for funding needs.

ARTICLE V. AUTHORITY OF THE RWMG

Section 1. Purpose and Role of RWMG. The primary purpose of the RWMG is to develop an IRWMP for the Greater Monterey County region, which will include a list of prioritized water resource-related

projects for potential consideration by the State's IRWM Grant Program. Following award of any IRWM grant funds, the RWMG will be responsible for tracking progress of the region's funded projects. The RWMG will also be responsible for updating and amending the IRWMP from time to time.

Section 2. Limitations of Authority. It is intended that the RWMG shall serve only in the above-stated capacities. RWMG membership does not provide any added legal rights or regulatory powers to any RWMG member, or to the RWMG as an entity. RWMG membership does not of itself give any party the power to adjudicate water rights, or to regulate or otherwise control the private property of other parties.

ARTICLE VI. BYLAW AMENDMENTS

These Bylaws may be amended by vote of the RWMG at any regularly scheduled RWMG meeting.

PASSED AND ADOPTED by the Greater Monterey County Regional Water Management Group this 17th day of February 2010.

AMENDED at the Regional Water Management Group meeting on September 21, 2011:
Amendments comprised the following:

- Added two new members: City of Soledad and Rural Community Assistance Corporation
- Updated information contained in Article IV. Designation of Committees
- Updated RWMG Member contact information (Article I, Section 3)

AMENDED at the Regional Water Management Group meeting on September 19, 2012:

- Removed one member: California Coastal Commission
- Updated RWMG Member contact information (Article I, Section 3)

AMENDED at the Regional Water Management Group meeting on January 16, 2013:

- Removed one member: Coastlands Mutual Water Company
- Updated RWMG Member contact information (Article I, Section 3)

AMENDED at the Regional Water Management Group meeting on March 16, 2016:

- Added one member: Monterey County Resource Management Agency

AMENDED at the Regional Water Management Group meeting on September 21, 2016:

- Added Article IV, Section 2: Executive Committee
- Updated RWMG Member contact information (Article I, Section 3)

AMENDED at the Regional Water Management Group meeting on December 14, 2016:

- Removed one member: Garrapata Creek Watershed Council
- Updated RWMG Member contact information (Article I, Section 3).

AMENDED September 2018:

- Updated RWMG Member contact information (Article I, Section 3)