Bylaws of the Coloma Lotus Advisory Committee

Reviewed and Adopted Date: 8/7/2025

ARTICLE I – Bylaws Established

These are Bylaws of the Coloma Lotus Advisory Committee.

ARTICLE II – Authority

The authority of this Coloma Lotus Advisory Committee is established by the Board of Supervisors in the provisions of Board Resolution No. 078-2019.

ARTICLE III – Objectives

Area of Responsibility: The Committee's geographic area of responsibility is the Coloma Lotus Valley and includes the area of influence along the South Fork of the American River from Chili Bar Dam to Folsom Lake.

Committee Purpose: The Committee shall review and make recommendations to the Parks and Recreation Commission, Planning Commission, any other El Dorado County Commissions and the Board of Supervisors regarding the following in the Area of Responsibility:

1. Updates and amendments to the River Management Plan.

2. Accountability of the River Trust Fund.

3. Ordinances or regulations regarding private or commercial activities on the South Fork of the American River.

4. Discretionary project applications.

5. Implementation of the General Plan.

6. Other matters referred by the Parks and Recreation Commission, the Planning Commission, and other El Dorado County Commissions, agencies or departments, or the Board of Supervisors.

9. Other matters of concern referred by the community or any other unnamed board, committee, or commission.

10. Nothing in this resolution shall require that comments or recommendations from the Committee be a prerequisite for a decision by any Commission or Board.

ARTICLE IV – Membership

A. Composition
The Committee shall be comprised of seven (7) members. One (1) Business Representative (non-outfitter), one (1) Outfitter Representative, one (1) Non-Commercial Boater Representative, two (2) Landowner/Resident Representatives, two (2) Members-at-Large.

B. Terms of Office

The terms of office of all members shall be four years from the date of appointment. All members serve at the pleasure of the Board.

C. Officers of the Committee

At the first meeting of the Committee held after January 1 in each calendar year, the Committee shall select one of its members as Chair and one of its members as Vice-Chair and one of its members as Secretary who shall hold office for one year and/or until the election of their successors. The Chair shall be responsible for chairing Committee meetings, calling special meetings and conferring with staff on meeting agendas. In the event of the Chair's absence, the Vice-Chair shall assume the responsibilities of the Chair. The Secretary shall be responsible for the agendas, minutes and correspondence for the Committee.

D. Vacancies

In the event of a vacancy in the position of the Chair or Vice-Chair, there shall be an election at the next regular or special meeting to fill the vacant position. In all instances of a vacancy, the Chair or Vice-Chair shall immediately notify the Office of the Clerk of the Board requesting they post a Notice of Vacancy. The Notice of an unscheduled vacancy shall be posted for a minimum of 10 calendar days, pursuant to Government Code section 54974.

ARTICLE V – Meetings

A. All meetings of the Coloma Lotus Advisory Committee shall be subject to the provisions of Chapter 9, (commencing with section 54950 of Part 1 of Division 2 of Title 5 of the Government Code), relating to meetings of local agencies, known as the Ralph M. Brown Act, in addition to applicable El Dorado County ordinances and Board of Supervisors' resolutions.

B. The Committee shall meet at least four times each year or more often as deemed necessary by the Committee or Board.

C. The Committee shall establish a time and place for regular meetings. Special meetings of the Committee may be called at any time by the Chair or by a majority of the members of the Committee.

D. Special meetings shall be noticed as required by law. Agendas of regular meetings shall be posted pursuant to the Ralph M. Brown Act (Government Code 54950 et. seq).

E. A simple majority of all regular members of the Committee shall constitute a quorum sufficient for the Committee to conduct business.

F. All meetings shall be open to the public in full compliance with state and local laws. The Chair or a majority of the Committee may limit the time permitted for public comment consistent with state and local laws, provided that each

person wishing to speak on an item before the Committee shall be permitted to be heard once for up to three (3) minutes.

G. The affirmative vote of a majority of the members present shall be required for approval of any matter.

H. Any Committee member may propose agenda items. The Chair, in coordination with assigned County staff, is responsible for preparing and timely distributing the agenda to the public.

I. Under the Ralph M. Brown Act, the Chair or a majority of the Committee have the power to call a special meeting of the Committee to hear a specific matter or matters. For a special meeting, an agenda and twenty-four (24) hours' notice to the public must be provided. No other business shall be considered at the special meeting.

J. The minutes of meetings shall show the vote on every question on which the Committee acts.

ARTICLE VI – Subcommittees

The Coloma Lotus Advisory Committee Chair may determine the need for any sub-committee and assign Committee members to such sub-committee which will be discussed and approved by the Committee. The sub-committee will be comprised of no more than three committee members and dissolved at the completion of a task or at the pleasure of the Committee. The sub-committee will be on agenda in order to make progress reports. Subcommittees are Ad Hoc in nature and not subject to the Brown Act so long as the term and scope of any subcommittee are limited.

ARTICLE VII – Conflict of Interest

Members of the Committee shall abstain from voting on any issue in which the member has a financial interest, as defined in section 87103 of the Government Code.

ARTICLE VIII – Attendance

Committee members are expected to attend all regularly scheduled meetings. The Committee may recommend removal to the Board of Supervisors of any Committee member who is absent from three (3) consecutive regular or special meetings.

ARTICLE IX – Compensation

All members of the Committee shall serve without compensation.

ARTICLE X – Amendments to the Bylaws

Repeal, amendment, or changes to the bylaws must first be approved by majority vote of the full Committee and then recommended to the Board of Supervisors for their consideration and adoption.