

**Before the Board of Supervisors in and for the
County of Monterey, State of California**

Resolution No. _____

- Acting on behalf of County Service Area No. 1 – Carmel)
Point adopt a Resolution:)
a. Establishing the Public Works Advisory Committee for)
County Service Area No. 1 – Carmel Point pursuant to the)
Resolution No. 80-12;)
b. Appointing members of the Public Works Advisory)
Committee for County Service Area No. 1 – Carmel)
Point; and)
c. Adopting the County Service Area No. 1 – Carmel Point)
Public Works Advisory Committee By-Laws.....)

WHEREAS, the Monterey County Board of Supervisors has heretofore established County Service Area No. 1 – Carmel Point (CSA 1); and

WHEREAS, it is deemed in the public interest for CSA 1 to form a Public Works Advisory Committee; and

WHEREAS, Supervisor Potter has nominated the five (5) individuals listed in the attached “Notification to Clerk of Appointment.”

NOW THEREFORE, BE IT RESOLVED that the Monterey County Board of Supervisors acting on behalf of CSA 1 hereby establishes the CSA 1 Public Works Advisory Committee; and

BE IT FURTHER RESOLVED that the Monterey County Board of Supervisors acting on behalf of CSA 1 hereby appoints the five (5) individuals nominated by Supervisor Potter; and

BE IT FURTHER RESOLVED that the Monterey County Board of Supervisors acting on behalf of CSA 1 hereby adopts the following CSA 1 Public Works Advisory Committee By-Laws:

Section 1. CREATION OF COMMITTEE

CSA 1 Public Works Advisory Committee is hereby created.

Section 2. MEMBERSHIP

The committee shall consist of five (5) members appointed by the Board of Supervisors acting on behalf of CSA 1. These members shall be representative of the area that constitutes CSA 1.

Section 3. TERMS

Each member of the Committee shall have a term of three (3) years and until his or her respective successor is appointed and qualified, except that the terms of the first members of the Committee shall be so staggered that the term of two (2) members shall expire on June 30, 2013, and the terms of three (3) members shall expire on June 30, 2014.

Section 4. VACANCIES

Any vacancy shall be filled for the remainder of the unexpired term in the same manner as the original appointment.

A vacancy shall exist:

- a) When a member submits a written resignation to the Committee chairperson and the nominating Supervisor, or
- b) When a member fails to attend two consecutive meetings of the Committee without good cause it to be entered onto its minutes, or
- c) When a member's death, disability or other circumstances prevents the member from completing a term, or
- d) When a member does not meet the qualifications for the appointment.

Section 5. MEETINGS

The Committee, at its initial meeting, shall organize by selecting a time and place to meet at least twice each calendar year. All meetings shall be open to the public. The time and place to meet that is established by the Committee at its first meeting shall be presented by the Department of Public Works to the Board of Supervisors at a meeting of the Board following initial meeting. Modification of any change in the time or place of a meeting shall be given 72 hours in advance to all members of the Committee, to the Board of Supervisors, and to all representatives of the communication media who have filed written requests therefore.

This Committee, although advisory, is subject to the Open Meeting Laws, commonly known as the "Brown Act" (Government Code Section 54950 and following). It shall notice and conduct its meetings in accordance with the requirements of that Act.

Section 6. ORGANIZATION

The Committee, at its initial meeting, shall organize by selecting from its membership a chairperson, a vice-chairperson, and a secretary. The Committee shall thereafter, at least annually, reorganize by selecting such officers. The officers selected by the Committee at its first meeting shall be presented by the Department of Public Works to the Board of Supervisors at a meeting of the Board following initial meeting.

The Committee shall, from time to time, propose rules and regulations for the conduct of its meetings. The rules and regulations proposed by the Committee shall be presented by the Department of Public Works to the Board of Supervisors and, after approval by the Board of Supervisors, such rules and regulations shall govern the Committee.

Section 7. PURPOSE AND DUTIES OF THE COMMITTEE

The purpose of the Committee is to express the interests of the community relative to the appropriation of funding accumulated for CSA 1 through property assessments and other funding sources.

The duties of the Committee shall be to give advice to the Department of Public Works and to the Board of Supervisors regarding matters relating to CSA 1:

1. public utilities (sewer, water, garbage collection)
2. structural fire protection services
3. extended police protection
4. extended library facilities and services
5. street lighting services
6. street sweeping services
7. streets and sidewalk maintenance services
8. stormwater runoff and storm drain maintenance services
9. local park, recreation and parkway facilities and services

The duties listed above are expressly related to the geographic region identified in the attached map as CSA 1. While the Committee may appropriately express the interests of the community relative to issues concerning the region surrounding CSA 1, it is also recognized that there are limitations regarding funding for activities concerning the region outside the boundaries of CSA 1.

Section 8. COMPENSATION

Members of the Committee shall serve without compensation.

Section 9. QUORUM

A Quorum shall consist of a majority of the members of the Committee.

Section 10. MINUTES

Minutes shall be kept for each meeting and distributed to each member and the appropriate Department of Public Works staff within two (2) weeks of said meeting for review and correction/addition as necessary. Revised minutes shall also be duly reviewed and approved at a subsequent meeting and forwarded to the Clerk of the Board's office.

PASSED AND ADOPTED on this 20th day of September 2011, upon motion of Supervisor _____, seconded by Supervisor _____, by the following vote, to-wit:

AYES:
NOES:
ABSENT:

I, Gail T. Borkowski, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original resolution of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book____, for the meeting on _____.

Dated:

Gail T. Borkowski, Clerk of the Board of Supervisors
County of Monterey, State of California

By _____
, Deputy