

BYLAWS OF
WATERSHED ADVISORY COMMITTEE
FOR THE CITY OF
NEW BRAUNFELS, TEXAS

ARTICLE I
Name

The name of this organization shall be the Watershed Advisory Committee (WAC).

ARTICLE II
Duties

The Committee shall review information and material with regard to stormwater, water, and watershed issues and make recommendations to the City Council concerning the same. Specifically, the Committee will:

- (1) Serve as the federally mandated stormwater advisory committee and perform the functions of such committee pursuant to the federal stormwater regulations;
- (2) Provide advice to the City Council on capital improvement projects involving stormwater and watershed matters;
- (3) Provide advice in the development or review of a drainage criteria manual;
- (4) Provide advice to the Council on regional watershed issues; and
- (5) Distribute information to the public and keep it informed on watershed matters and issues.

ARTICLE III
Membership

Section 3.1 Appointments:

The Committee shall consist of nine (9) stakeholder representatives from within the City limits or the City's Extraterritorial Jurisdiction (ETJ). In making appointments to the Committee, the City Council shall attempt to appoint members with experience in each of the following areas: one (1) engineer; one (1) developer; one (1) landscape planner, architect or arborist; one (1) member representing the business community; one (1) member representing biological or environmental interests; two (2) citizen-at-large; and two (2) representatives from different homeowner's associations. The City Council may appoint two persons at-large who are citizens of the city, in lieu of any of the previously listed qualified persons ETJ membership on the committee shall be limited to three total members.

Section 3.2 Qualifications:

A member of the WAC shall have a demonstrated interest in stormwater, water, and watershed issues, reside in New Braunfels or its extraterritorial jurisdiction, and be designated as an appointee for one of the named categories listed above.

Section 3.3 Terms:

Each of the stakeholder representatives shall serve a three-year term and the terms will be staggered. At the first meeting of the Committee, the members shall draw for terms so that three (3) members shall serve a one-year term, three (3) members shall serve a two-year term, and three (3) members shall serve a three-year term. Thereafter, any stakeholder representative appointed or reappointed to the Committee shall serve a three-year term unless the appointment is to fill an unexpired vacant term. The members of the Committee shall serve at the pleasure of the City Council, and a majority of the City Council may remove a member of the Committee at any time and for any reason.

ARTICLE IV Officers

Section 4.1 Election of Officers

The Chairman of the Committee shall be appointed by the Mayor. At the first meeting of the Committee, the members shall elect a vice-chairman and any other officers that the Committee deems appropriate. The officers elected by the Committee will serve a term of one year. No member may serve in more than one officer position at a time. Officers cannot serve in the same office position for more than three (3) consecutive terms.

Section 4.2 Duties of Officers

Section 4.2.1 Chair

The Chair shall preside and participate at all meetings of the Committee, shall appoint sub-committee chairs, and shall have the authority to appoint sub-committee members. In addition to these duties, the Chair has the same rights and responsibilities as the other members of the Committee.

Section 4.2.2 Vice-Chair

The Vice-Chair shall assist the Chair as needed and shall serve as the presiding officer in the absence of the Chair. In addition to these duties, the Vice Chair has the same rights and responsibilities as the other members of the Committee.

Section 4.2.3 Other Officers

The Committee may, by majority vote, create any additional officer position that they may deem appropriate. At the time the committee creates an additional officer position, it shall clearly define the duties of said office. All officers of the committee must be appointed from the membership of the Committee and, in addition to the duties of any office that they may be elected to, all officers of the

Committee shall retain the same rights and responsibilities as the other members of the Committee.

Section 4.2.4 Terms of Officers

Each officer appointed by the committee shall hold their office for one (1) year. All resignations from an office shall be submitted in writing to the Chair. Any resignation or removal from the Committee shall constitute a resignation from an office of the Committee. Officers appointed by the Committee cannot serve in the same position for more than three (3) consecutive terms. No member may serve in more than one officer position at a time.

ARTICLE V Meetings

Section 5.1 Date, Time and Place of Meetings

The Committee shall, by majority vote, set the time and place of its regular meetings. Meetings shall be held in the municipal building of the City of New Braunfels unless notice of a different location is given.

Section 5.2 Open Meetings

All meetings shall be held in accordance with the Texas Open Meetings Act.

Section 5.3 Special Meetings

The Chair or a majority of the Members of the Committee may call a special meeting of the Committee if they provide at least ninety-six (96) hours written notice to the members of the Committee. Additionally, to ensure compliance with the Texas Open Meetings Act, the above-mentioned notice must also be provided to the City Secretary of the City of New Braunfels at least ninety-six (96) hours before the time the meeting is to begin.

Section 5.4 Quorum

A majority of the members (five) of the Committee shall constitute a quorum.

ARTICLE VI Sub-Committees

Sub-committees may be created or abolished by a majority vote of the Committee. The Chair of the Committee shall appoint all sub-committee chairs. In consultation with sub-committee Chairs, the Chair shall appoint the members of the sub-committees. Any person interested in the mission and purpose of the Committee may be appointed to a sub-committee, provided that at least one member of the Committee must be appointed to each sub-committee. The rules governing the conduct of the Committee's meetings shall also govern those of its sub-committees.

ARTICLE VII
Procedures

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Committee in all cases in which they are applicable and in which they are not inconsistent with these bylaws. The Committee shall conduct themselves in accordance with the City Charter of the City of New Braunfels and the laws of the State of Texas.

ARTICLE VIII
Indemnification

The Committee and committee members are covered by Ordinance No. 2010-14, as amended from time to time.

ARTICLE X
Bylaws

The Committee may, by majority vote, establish bylaws, rules, and procedures for the administration of Committee business. These bylaws may be amended at any regular or special meeting of the Committee by a majority of the Committee, and provided that all of the members were given fifteen (15) days prior written notice of the amendment. No amendment adopted by the Committee shall in any way conflict with any City ordinance or resolution of the City Council. No amendment adopted by the Committee shall become effective until approved by the City Council.

ADOPTED this _____ day of _____, 2021.



Chair

ATTEST:

Secretary