

BYLAWS OF THE SAN MATEO COUNTY COUNTYWIDE OVERSIGHT BOARD

ARTICLE I – THE SAN MATEO COUNTY COUNTYWIDE OVERSIGHT BOARD

Section 1: Name of San Mateo County Countywide Oversight Board

The official name shall be the “San Mateo County Countywide Oversight Board” (hereinafter referred to as “Board”).

Section 2: Purpose/Powers

The Board is established pursuant to California Health and Safety Code Division 24, Part 1.85, Chapter 4, Sections 34179 in connection with the winding down of the affairs of the thirteen Successor Agencies within San Mateo County and is granted all powers and responsibilities defined by law.

Section 3: Board Composition

- A. Composition. Board members shall be appointed by the appointing authorities set forth in California Health and Safety Code Section 34179(j).
- B. Alternates. Each appointing agency as set forth in California Health and Safety Code Section 34179(j) may also appoint an alternate member. In the absence of a regular member, alternate members are granted the same authority as the regular member.
- C. Voting. Each regular member shall be entitled to one vote. In the absence of their regular member, alternate members are granted the voting privileges and power of their regular member. Voting by proxy is not allowed. Members must be present in person or by teleconference or video conference in accordance with the Brown Act in order to vote.
- D. Vacancies. When a Board seat becomes vacant, the agency who originally appointed the former member may appoint a new member to take the seat.

Section 4: Duration

The Board shall remain established until all of the thirteen Successor Agencies have been formally dissolved pursuant to Health and Safety Code section 34187.

ARTICLE II – OFFICERS

Section 1: Officers and Officials

The members of the Board shall elect one member to serve as the Chairperson and may elect one member to serve as the Vice Chairperson. The term of office for the Chairperson and Vice Chairperson shall be effective July 1 and shall be for one year. In the event an election does not take place prior to the end of a term of office, the prior incumbents will continue to serve in such capacities until a new Chairperson and a new Vice Chairperson are elected.

Section 2: Chairperson

The Chairperson of the Board shall preside at all board meetings; represent the position of the Board; act as spokesperson for the Board; and serve as the public contact for the Board.

Section 3: Vice Chairperson

The Vice Chairperson shall perform the duties of the Chairperson in his/her absence or when requested.

Section 4: Legal Counsel

The Board may engage legal counsel as it deems necessary.

ARTICLE III: MEETINGS

Section 1: Regular Meetings

Prior to the end of each fiscal year, the Board shall adopt its regular meeting schedule for the upcoming fiscal year, including any alternate meeting dates schedule due to holidays.

Section 2: Special Meetings

Special meetings may be held at the request of the Chairperson, or by written request of at least three members of the Board, for the purpose of transacting any business designated in the notice. At such special meetings, no business other than that designated in the notice shall be considered.

Section 3: Meeting Notices and Agendas

All meetings will be noticed in accordance with the Ralph M. Brown Act, Government Code Section 54950 *et seq.* ("Brown Act") as it may be amended from time to time. Agendas for regular meetings shall be posted at least 72 hours in advance, and agendas for special meetings shall be posted at least 24 hours in advance of the meeting in accordance with the Brown Act at a location freely accessible to members of the public. Agendas will also be posted electronically on the County's internet website (<https://controller.smcgov.org/countywide-oversight-board-former-redevelopment-agencies>).

Section 4: Adjourned Meetings

The Board may adjourn any meeting to a time and place specified in the motion for adjournment. In adjourning any meeting, there shall be compliance with all procedures of the Brown Act.

Section 5: Quorum

A majority of the total membership of the Board (*i.e.*, four members) shall constitute a quorum for the purposes of conducting the business of the Board, exercising its powers and for all other purposes; provided, however, that if a quorum is not present for a meeting, the meeting will be adjourned. An affirmative vote by a majority (4) of the total membership (7) of the Board shall be required for approval of any matters brought before the Board.

Section 6: Public Participation

The agenda for each Board meeting will provide time for public comment on any subject matter within the jurisdiction of the Board and that is not an item on the agenda, or if the meeting has a consent agenda, is listed thereon. As a general policy, each speaker shall be allowed three (3) minutes for public comment during this time. A majority of the Board may refer any issues raised to staff for appropriate action and any Board member may briefly comment on any issue brought up during this period. No other action may be taken by the Board at this time with respect to items not listed on the agenda.

For the purposes of facilitating orderly meetings, persons who wish to speak during public comment, or with respect to any agenda item, must first be recognized by the Chairperson and are requested to fill out a speaker card and deliver it to the Clerk before the Board considers the agenda item on which they desire to speak. Speakers are encouraged to provide their names for the record but will not be required to do so as a condition of speaking.

The Chairperson may limit speakers making defamatory or profane remarks, or who use abusive or threatening language, or who engage in any other disorderly conduct that willfully disrupts, disturbs or otherwise impedes the orderly conduct of any meeting, including unnecessary repetition of issues and points already raised by previous speakers. As a general matter, speakers are encouraged to direct the comments to the Chairperson and the Board as a whole and not to any particular Board member or staff member.

Section 7: Order of Business

Staff may develop templates and other guidance to assist Successor Agencies in submitting items to the Board for placement on the meeting agendas.

The Chairperson shall work with Staff in setting each meeting's agenda. Staff shall add items to a meeting's agenda at the direction of the Chairperson or at the request of at least three Board Members.

ARTICLE IV - CONFLICT OF INTEREST AND ETHICS TRAINING

All Board members are subject to the provisions of California Government Code Title 9, Chapter 7 relative to Conflicts of Interest and must file a Statement of Economic Interests as required by the law. Board members must also complete ethics training every two years as required by California Government Code Title 5, Division 2, Part 1, Chapter 2, Article 2.4 and AB 1234.

ARTICLE VI – AMENDMENTS

These Bylaws may be amended upon an affirmative vote by a majority of the total membership of the Board, but no such amendment shall be adopted unless at least seven (7) days written notice thereof has previously been given to all members of the Board. Notice of the amendment shall identify the section or sections of these Bylaws proposed to be amended. The thirteen Successor Agencies shall be notified of any amendments to these Bylaws.

ARTICLE VII – SEVERABILITY

If any section of these bylaws are inconsistent with law, such section is severable and the rest of the bylaws remain in effect.

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RESOLUTION NO. 2018 - 06

**RESOLUTION OF THE SAN MATEO COUNTY COUNTYWIDE
OVERSIGHT BOARD ADOPTING BYLAWS**

WHEREAS, the San Mateo County Countywide Oversight Board ("Oversight Board") has been established pursuant to the provisions of Health and Safety Code §34179(j); and

WHEREAS, in furtherance of its duties, the Oversight Board may establish regulations for conducting Board meetings and other administrative aspects not clearly defined by law; and

WHEREAS, the Oversight Board finds and determines that it is appropriate to adopt bylaws as set forth in this Resolution.

NOW, THEREFORE, BE IT RESOLVED, the San Mateo County Countywide Oversight Board hereby adopts the bylaws attached.

* * *

Regularly passed and adopted this 18th day of September, 2018

AYES and in favor of said resolution:

Members:

MARK ADDIEGO

CHUCK BERNSTEIN

TRISH BLINSTRUB

TOM CASEY

BARBARA CHRISTENSEN

DENISE PORTERFIELD

JIM SACO

NOES and against said resolution:

Members:

NONE

ABSTAINED on said resolution:

Members:

NONE



Chair, San Mateo County
Countywide Oversight Board

Certificate of Delivery

I certify that a copy of the original resolution filed in the Office of the Clerk of the Board of Supervisors of San Mateo County has been delivered to the Chair of San Mateo County Countywide Oversight Board.



Deputy Clerk of the Board of Supervisors