

**APPENDIX D**  
**BY-LAWS OF**  
**THE ADA COUNTY WATERWAYS ADVISORY COMMITTEE**

**ARTICLE I**

**Section 1. NAME OF COMMITTEE**

The name of the Committee shall be "ADA COUNTY WATERWAYS ADVISORY COMMITTEE," hereinafter referred to as the "Committee."

**Section 2. CHAIRPERSON AND VICE CHAIR PERSON**

These titles are interchangeable whenever they may appear within the Articles of the By-Laws when the titles are used within their respective context.

**ARTICLE II**

**Section 1. POWERS OF THE COMMITTEE**

The Committee shall constitute an independent public body, and shall have the powers to carry out and effectuate the purposes and provisions of Chapter 70, Title 67, Idaho State Code and pertinent regulations promulgated there under.

**ARTICLE III**

**Section 1. ELECTIONS**

The Committee at its last regular scheduled meeting of each year shall elect a Chairperson and Vice-Chairperson. The elected will take office at the first regularly scheduled meeting of the year.

**Section 2. DUTIES OF CHAIRPERSON**

The Chairperson shall: 1) preside at all meetings of the Committee; 2) call special meetings of the Committee in accordance with these By-Laws; 3) sign documents of the Committee; 4) see that all actions of the Committee are properly taken; and 5) make Committee appointments to sub-committees as required.

### Section 3. DUTIES OF THE VICE-CHAIRPERSON

The Vice-Chairperson shall perform the duties of the Chairperson in the absence or incapacity of the Chairperson, and in the case of the resignation or death of the Chairperson, the Vice-Chairperson shall perform such duties as are imposed on the Chairperson until such time as the Board shall elect a new Chairperson.

### Section 4. WATERWAYS STAFF

The Waterways Staff shall: 1) keep the minutes of all meetings of the Committee in an appropriate minute book; 2) act as custodian of Committee records; 3) inform the Committee of correspondence relating to business of the Committee and attend to such correspondence; and 4) keep a record of all appointments and terms of membership.

### Section 5. MEMBERSHIP

Seven voting members shall be appointed by the Board of County Commissioners for terms of up to three (3) years. As new members are appointed, consideration shall be given so that a cross-section of Waterway recreational areas of interest may be represented. No member may serve more than two consecutive three-year terms on the Committee. A member appointed to fill the position of a vacating member will fulfill a full term if appointed during the first eighteen (18) months of the term; a member appointed to fill the position of a vacating member will fulfill the remaining months if appointed during the last eighteen (18) months of the term. A member must reside in Ada County during the entire term.

In the event that a member of the Committee does not attend three (3) consecutive meetings, that person is expected to submit to an explanation of the absences to both the Committee and the Board of County Commissioners. The Committee or the Board of County Commissioners, upon examination of the explanation, may require the immediate resignation of that member.

### Section 6. SUBCOMMITTEES

Subcommittees consisting of the membership of the Committee shall be established and appointed by the Chairperson to assist the Committee in performance of its function. Each subcommittee shall consist of not less than two (2) voting members. Citizens and public officials may be appointed to serve as non-voting members on the subcommittees by the Chairperson or Subcommittee Chairperson.

## ARTICLE IV

### Section 1. MEETINGS

The number of meetings per year and a schedule of meeting dates are hereby established as one meeting per month, and may be altered or changed at any regularly scheduled meeting by a majority of the Board members present.

### Section 2. ADDITIONAL MEETINGS

Additional meetings may be held at any time upon the call of the Chairperson or by a majority of the voting members of the Committee or upon request of the Board of County Commissioners following at least five (5) days notice to each member of the Committee.

### Section 3. SPECIAL MEETINGS.

Special meetings of the Committee may be held without notice if each member waives notice thereof. Any meeting may be adjourned, recessed or continued from time to time without additional notice. No special notice shall be required of any item of business that may come before the Committee at any regular or special meeting.

### Section 4. QUORUM

A majority of the voting members shall constitute a quorum for the transaction of any business that may come before any regular or special meeting of the Committee. Each member of the Committee who has knowledge of the fact that they will not be able to attend a scheduled meeting of the Committee shall notify the Chairperson or Vice-Chairperson at the earliest possible opportunity and, in any event, prior to 5:00 p.m. on the day prior to the meeting.

### Section 5. VOTING

Each regularly appointed member shall be entitled to one vote on any matter that may come before the Committee. The vote of the majority of the members present at any meeting attended by a quorum of its members shall be necessary to decide any items. The Chairperson may enter into the discussion of items before the Committee and may vote on any item of business to come before the Committee.

### Section 6. RULES OF ORDER

The Committee shall operate under the precepts of Robert's Rules of Order. The order of business for the Committee shall be the following:

- A. Call to Order
- B. Roll Call
- C. Reports, Presentations, Subcommittee Reports, Staff Reports
- D. Unfinished Business, Action Items, Minutes
- E. New Business, Action Items
- F. Adjournment, Next Meeting

## ARTICLE V

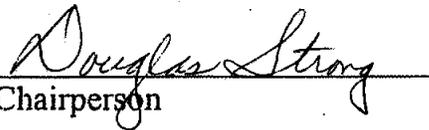
### Section 1. FISCAL YEAR

The fiscal year of the Authority shall commence on October 1 and end on September 30 of the immediately following year.

END OF BY – LAWS

APPROVED this 21st day of May, 2007.

I certify that the foregoing By-Laws of the Ada County Waterways Advisory Committee were unanimously approved by the Committee this 21st day of May, 2007.

  
Chairperson