

BYLAWS
OF THE
EL DORADO COUNTY
FISH AND WILDLIFE COMMISSION
06/28/2019

CHAPTER I
FISH & WILDLIFE COMMISSION

GENERAL PROVISION

SECTION 1. These bylaws shall apply to the Fish & Wildlife Commission.

CHAPTER II
FISH & WILDLIFE COMMISSION

SECTION 1. The Fish & Wildlife Commission may be composed of seven (7) members.

SECTION 2. Seven (7) members shall be appointed by the Board of Supervisors and shall serve at the pleasure of the Board of Supervisors for a term to commence on January 1st of the year in which they are appointed, or immediately to fill a commission vacancy.

CHAPTER III
COMMISSION MEETINGS

SECTION 1. The regular meetings of the Fish and Wildlife Commission shall be held on the last Wednesday of each month, commencing at the hour of 7:00pm at the El Dorado County Administration Building in Placerville or another convenient location if designated by the Chairman. If any regular meeting falls on a holiday, the regular meeting of the Fish & Wildlife Commission shall be held at the same place and at the same time on the following day.

SECTION 2. Any meeting of the Fish & Wildlife Commission may be continued to any future day other than a holiday.

SECTION 3. Any continued regular meeting is a part of the regular meeting and any continued special meeting is a part of the special meeting.

SECTION 4. Written notice of all regular and special meetings shall be posted in a conspicuous location at the El Dorado County Administration Building. In addition, written notice shall be given to all members of the Fish & Wildlife Commission at least 72 hours before a regular meeting. The Fish & Wildlife Commission shall post a meeting agenda containing a brief general description for each agenda item and specify the time and location of the meeting.

- SECTION 5. The Chairman or the Vice-chairman may call special meetings of the Fish and Wildlife Commission. A written notice calling for a special meeting shall specify the time and the place of the meeting and the business to be transacted at such meeting. No other business shall be considered at that meeting, except upon the unanimous consent of all the members of the Fish & Wildlife Commission. The notice shall be accessible to the general public. In addition, each member of the Fish & Wildlife Commission must be notified in writing of all special meetings, including business to be discussed.
- SECTION 6. All regular and special meetings shall be public meetings, except for items involving personnel matters.
- SECTION 7. Any member of the Fish & Wildlife Commission that has failed to appear at four consecutive regular meetings may be asked to resign and be replaced via the selection process practiced by the Board of Supervisors.
- SECTION 8. If a member of the Fish & Wildlife Commission is unable to attend a regular or special meeting, he shall notify the secretary, chairman or vice-chairman.
- SECTION 9. The written minutes of the meeting shall be kept by the Secretary, or substitute, and retained in files in accordance with commission policy. The Secretary is representative of the Office of Record.
- SECTION 10. Members of the public attending commission meetings shall observe the same rules of order and decorum required of commissioners.
- SECTION 11. Commissioners shall display the utmost courtesy to each other and to the visiting public. All attendees at meetings including commissioners and the members of the general public shall refrain from rude and derogatory remarks.
- SECTION 12. Meetings of this commission shall be conducted in accordance with "Robert's Rules of Order" and /or "Parliamentary Procedure."

CHAPTER IV COMMISSION POWERS

- SECTION 1. The Fish & Wildlife Commission shall make recommendations to the Board of Supervisors regarding issues that involve fishing, hunting, wildlife and environmental policies affecting such interests in El Dorado County. The Fish and Wildlife Commission shall appear before the Board of Supervisors or present to them in writing said recommendations. The Fish & Wildlife Commission will work in cooperation with State and local Fish & Wildlife personnel.

CHAPTER V
CHAIRMAN: CONDUCT OF MEETINGS

- SECTION 1. The members of the Fish & Wildlife Commission shall elect a chairman, vice-chairman and secretary at the first meeting of the year.
- SECTION 2. The Chairman, when present, shall preside at all meetings and shall conduct the meetings in the manner prescribed by these bylaws. The chairman shall preserve order and decorum while governing meetings.
- SECTION 3. In the absence of, or inability to act by the chairman, the vice-chairman shall act in the capacity of the chairman. The vice-chairman, when acting in such capacity, shall have all the powers and duties of the chairman.
- SECTION 4. A majority of the members of the Fish & Wildlife Commission shall constitute a quorum for the transaction of business. A majority of the commission must concur in all findings of fact, advice, and recommendations to the Board of Supervisors.
- SECTION 5. The business at each regular and special meeting shall be transacted in accordance with a pre-published agenda.
- SECTION 6. When requested by a member, the roll must be called in voting upon a motion. When the roll is called on any motion each voting member present shall be called in alphabetical order, with the chairman last, and shall answer "aye", "no" or "abstain".

CHAPTER VI
SECRETARY

- SECTION 1. The secretary to the commission shall be a designated appointee.
- SECTION 2. The secretary shall be present at all regular and special meetings. The secretary shall transcribe the minutes of all meetings in accordance with the business transacted before the Fish & Wildlife Commission and shall record the same in the files of the Fish & Wildlife Commission and shall be responsible for necessary correspondence.
- SECTION 3. The secretary shall be responsible to give all written notices required by these bylaws and shall formulate a pre-published agenda for all meetings.
- SECTION 4. The commission may hire a secretary to prepare and distribute meeting agendas, minutes, correspondence, brochures, invoices, financial report and roster.

CHAPTER VII
SUB-COMMITTEES

SECTION 1. The Chairman may assign commission members to sub-committees to address specific issues such as fisheries, wildlife, legislation, budget matters, etc. The Chairman may request and approve participation on a sub-committee by interested members of the public.

EXHIBIT

Section 13103. (Amended by Stats. 1991, Ch. 561, Sec. 2.)

Cite as: Cal. Fish & Game Code §13103.

Expenditures from the fish and wildlife propagation fund of any county may be made only for the following purposes:

- (a) Public education relating to the scientific principles of fish and wildlife conservation, consisting of supervised formal instruction carried out pursuant to a planned curriculum and aids to education such as literature, audio and video recordings, training models, and nature study facilities.
- (b) Temporary emergency treatment and care of injured or orphaned wildlife.
- (c) Temporary treatment and care of wildlife confiscated by the department as evidence.
- (d) Breeding, raising, purchasing, or releasing fish or wildlife which are to be released upon approval of the department pursuant to Sections 6400 and 6401 onto land or into waters of local, state, or federal agencies or onto land or into waters open to the public .
- (e) Improvement of fish and wildlife habitat, including, but not limited to, construction of fish screens, weirs, and ladders; drainage or other watershed improvements; gravel and rock removal or placement; construction of irrigation and water distribution systems; earthwork and grading; fencing; planting trees and other vegetation management; and removal of barriers to the migration of fish and wildlife.
- (f) Construction, maintenance, and operation of public hatchery facilities.
- (g) Purchase and maintain materials, supplies, or equipment for either the department's ownership and use or the department's use in the normal performance of the department's responsibilities.
- (h) Predator control actions for the benefit of fish or wildlife following certification in writing by the department that the proposed actions will significantly benefit a particular wildlife species.
- (i) Scientific fish and wildlife research conducted by institutions of higher learning, qualified researchers, or governmental agencies, if approved by the department.
- (j) Reasonable administrative costs, excluding the costs of audits required by Section 13104, for secretarial service, travel, and postage by the county fish and wildlife commission when authorized by the county board of supervisors. For purposes of this subdivision, "reasonable cost" means an amount which does not exceed 3 percent of the average amount received by the fund during the previous three-year period, or three thousand dollars (\$3,000) annually, whichever is greater, excluding any funds carried over from a previous fiscal year.
- (k) Contributions to a secret witness program for the purpose of facilitating enforcement of this code and regulations adopted pursuant to this code.
- (l) Costs incurred by the district attorney or city attorney in investigating and prosecuting civil and criminal actions for violations of this code, as approved by the department.
- (m) Other expenditures, approved by the department, for the purpose of protecting, conserving, propagating and preserving fish and wildlife