

Committee Members

David White - Landowner/Resident Representative
Darin Freeland - Member At Large/Interim Vice-Chair
Howard Penn - Business Representative/Interim Chair
Leonard Lamb - Member At Large
Nathan Rangel - Outfitter Representative/Interim Secretary
Sara Schwartz-Kendall - Landowner/Resident Representative
Scott Bittinger - Non-boater Representative



COLOMA LOTUS ADVISORY COMMITTEE AGENDA

AUGUST 22, 2019

PLACE: Gold Trail Grange, 319 State Highway 49, Coloma, CA 95613

TIME: 6:30P.M.

The purpose of the Coloma Lotus Advisory Committee is to review and make recommendations to the Parks and Recreation Commission, Planning Commission and the Board of Supervisors regarding matters within the Coloma Lotus valley area.

1. **Call to Order and Roll Call by Interim Chair Penn**
2. **Public Comment** (Limited to 3 minutes per speaker on items not on the agenda and within the subject matter jurisdiction of the commission).
3. Approval of Minutes from 7-25-2019 Meeting
4. Presentation by El Dorado County Transportation Commission on the draft Coloma-Lotus Mobility Plan
5. Discussion Items:
 - 5.1. Ad Hoc Sub Committee Reports
 - 5.1.1. River Management Sub-Committee (Chair Rangel)
 - 5.1.2. By-Law Sub-Committee (Chair Freeland, Member White)
 - 5.1.2.1. Approval of By-Laws
 - 5.1.3. Economic Sub-Committee (Chair Penn, Member Lamb)
 - 5.1.4. Fire and Emergency Services Sub-Committee (Chair Lamb, Member Schwartz-Kendall)
 - 5.2. Additional Ad Hoc Sub Committee Development
 - 5.3. Coloma Lotus Survey Results
6. Future dates and times for regular meetings: Sept. 26th and Oct. 24th at 6:30 pm – Gold Trail Grange Hall

ADJOURN

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Howard Penn - Business Representative
Leonard Lamb - Member At Large
Nathan Rangel - Outfitter Representative
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Scott Bittinger - Non-boater Representative



COLOMA LOTUS ADVISORY COMMITTEE MINUTES

JULY 25, 2019

PLACE: Fire Station 74, 5122 Firehouse Rd, Lotus, CA 95651

TIME: 6:30P.M.

The purpose of the Coloma Lotus Advisory Committee is to review and make recommendations to the Parks and Recreation Commission, Planning Commission and the Board of Supervisors regarding matters within the Coloma Lotus valley area.

CALL TO ORDER AND ROLL CALL BY SUPERVISOR PARLIN

The meeting was called to order by Supervisor Parlin at 6:45 PM.

Present at the meeting were CLAC committee members David White, Darin Freeland, Howard Penn, Leonard Lamb, Nathan Rangel, Sara Schwartz Kendall and Scott Bittinger.

DISCUSSION ITEMS:

1. Introductions and Welcome by Supervisor Parlin
 - Ms. Parlin gave a brief introduction and explained how the CLAC had come into being. She also had each of the CLAC members give a short introduction including their specific title on the committee and any background they wished to share.
2. Election of Chair, Vice-Chair, and Secretary
 - An election of officers was conducted. It was decided prior to the election that these officers would have a shorter term of three months or three meetings...whichever came ~~last~~ **first**. Member Rangel moved, and Member Freeland seconded, a motion to appoint Howard Penn as the Chair, Darin Freeland as Vice-Chair and Nathan Rangel as Secretary. Motion passed unanimously.
 - A motion by Member Lamb and seconded by Member Freeland was made to approve the agenda and passed unanimously.
3. Review of Resolution and Brown Act rules
 - County Counsel David Livingston gave a review of elements of the Brown Act and how they affect the Committee. A discussion followed with both members of the Committee and some questions from the general public.

4. Receive and review the Coloma Lotus Survey results
 - **Interim Chairman** Penn opened a discussion of the survey results that Supervisor Parlin had shared with the Committee and community. There was a discussion on various ways to get greater input from the community.

5. Discussion and creation of Ad Hoc Committees
 - A discussion on ad-hoc sub-committees took place. **Interim Chairman** Penn explained some of the ways that we could work with those in place, including the fact that they have to be utilized for a specific purpose and can't be open ended. The following subcommittees were established with the following members:
 - Fire Issues with Members Leonard and Schwartz Kendall.
 - River Management with Members Rangel and Bittinger.
 - Bylaws with Members Freeland and White.
 - Economic Issues with Members Penn and Lamb.
 - A motion to appoint those committees was made by Member Leonard, seconded by Member Bittinger and passed unanimously.

6. Set date and time for regular meetings
 - Scheduling of future meetings discussion with a motion to schedule meetings on the 4th Thursday of August, September and October was made by Member Freeland, seconded by Member Rangel and passed unanimously.

ADJOURN - meeting was adjourned at 8:15 PM

Bylaws of the Coloma Lotus Advisory Committee

Reviewed and Adopted Date: XX/XX/XXXX

ARTICLE I – Bylaws Established

These are Bylaws of the Coloma Lotus Advisory Committee

ARTICLE II – Authority

The authority of this Coloma Lotus Advisory Committee is established by the Board of Supervisors in the provisions of Board Resolution No. 078-2019.

ARTICLE III – Objectives

Area of Responsibility: The Committee's geographic area of responsibility shall be limited to the Coloma Lotus Valley, including the area of influence along South Fork of the American River from Chili Bar Dam to Folsom Lake.

Committee Purpose: The Committee shall review and make recommendations to the Parks and Recreation Commission, Planning Commission, and the Board regarding the following in the Area of Responsibility:

1. Updates and Amendments to the River Management Plan.
2. Accountability of the River Trust Fund.
3. Ordinances or regulations related to private or commercial activities on the South Fork of the American River.
4. Discretionary project applications.
5. Implementation of the current General Plan.
6. Other matters referred by the Parks and Recreation Commission.
7. Other matters referred by the Planning Commission.
8. Other matters referred by the Board.
9. Other matters of concern referred by the community or any other unnamed board, committee, or commission.
10. Nothing in this resolution shall require that comments or recommendations from the Committee be a prerequisite for a decision by any Commission or Board.

ARTICLE IV – Membership

A. Composition

The Committee shall be comprised of seven (7) members. One (1) Business Representative (non-outfitter), one (1) Outfitter Representative, one (1) Non-Commercial Boater Representative, two (2) Landowner/Resident Representative, two (2) Members-at-Large.

B. Terms of Office

The terms of office of all members shall be four years from the date of appointment. All members serve at the pleasure of the Board.

C. Officers of the Committee

At the first meeting of the Committee held after January 1 in each calendar year, the Committee shall select one of its members as Chair and one of its members as Vice-Chair and one of its members as Secretary who shall hold office for one year and until the election of their successors. The Chair shall be responsible for chairing Committee meetings, calling special meetings and conferring with staff on meeting agendas. In the event of the Chair's absence, the Vice-Chair shall assume the responsibilities of the Chair. The Secretary shall be responsible for the agendas, minutes and correspondence for the Committee.

D. Vacancies

In the event of a vacancy in the position of the Chair or Vice-Chair, there shall be an election at the next regular or special meeting to fill the vacant position. In all instances of a vacancy, the Chair or Vice-Chair shall immediately notify the Office of the Clerk of the Board requesting they post a Notice of Vacancy. The Notice of an unscheduled vacancy shall be posted for a minimum of 10 calendar days, pursuant to Government Code section 54974.

ARTICLE V – Meetings

- A. All meetings of the Coloma Lotus Advisory Committee shall be subject to the provisions of Chapter 9, (commencing with section 54950 of Part 1 of Division 2 of Title 5 of the Government Code), relating to meetings of local agencies, known as the Ralph M. Brown Act, in addition to applicable El Dorado County ordinances and Board of Supervisors' resolutions.
- B. The Committee shall meet at least two times each year or more often as deemed necessary by the Committee or Board.
- C. The Committee shall establish a time and place for regular meetings. Special meetings of the Committee may be called at any time by the Chair or by a majority of the members of the Committee.
- D. Special meetings shall be noticed as required by law. Agendas of regular meetings shall be posted pursuant to the Ralph M. Brown Act (Government Code 54950 et. seq).
- E. A simple majority of all regular members of the Committee shall constitute a quorum sufficient for the Committee to conduct business.
- F. All meetings shall be open to the public in full compliance with state and local laws. The Chair or a majority of the Committee may limit the time permitted for public comment consistent with state and local laws, provided that each

person wishing to speak on an item before the Committee shall be permitted to be heard once for up to three (3) minutes.

- G. The affirmative vote of a majority of the members present shall be required for approval of any matter.
- H. Any Committee member may propose agenda items. The Chair, in coordination with assigned County staff, are responsible for preparing and timely distributing the agenda to the public.
- I. Under the Ralph M. Brown Act, the Chair or a majority of the Committee have the power to call a special meeting of the Committee to hear a specific matter or matters. For a special meeting, an agenda and twenty-four (24) hours' notice to the public must be provided. No other business shall be considered at the special meeting.
- J. The minutes of meetings shall show the vote on every question on which the Committee acts

ARTICLE VI – Subcommittees

The Coloma Lotus Advisory Committee can determine the need for any sub-committee, which will be discussed and approved by a quorum of the Committee. The sub-committee will be comprised of no more than three committee members and dissolved at the completion of task or at the pleasure of a quorum of the Coloma Lotus Advisory Committee. The sub-committee will be on agenda in order to make progress reports. Subcommittees are Ad Hoc in nature and not subject to the Brown Act so long as the term and scope of any subcommittee are limited.

ARTICLE VII – Conflict of Interest

Members of the Committee shall abstain from voting on any issue in which the member has a financial interest, as defined in section 87103 of the Government Code.

ARTICLE VIII – Attendance

Committee members are expected to attend all regularly scheduled meetings. The Committee may recommend removal to the Board of Supervisors of any Committee member who is absent from three (3) consecutive regular or special meetings.

ARTICLE IX – Compensation

All members of the Committee shall serve without compensation.

ARTICLE X – Amendments to the Bylaws

Repeal, amendment, or changes to the bylaws must first be approved by majority vote of the full Committee and then recommended to the Board of Supervisors for their consideration and adoption.