



COUNTY OF SONOMA

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

SUMMARY REPORT

Agenda Date: 8/18/2020

To: Board of Supervisors

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number: Supervisor Gorin 707-565-2241

Vote Requirement: Majority

Supervisorial District(s): First District and Second District

Title:

North Bay Water District By-Laws

Recommended Action:

Approve the Amended By-Laws of the North Bay Water District. (First District and Second District)

Executive Summary:

Approve the Amended By-Laws of the North Bay Water District on the consent calendar and file with the Clerk of the Board.

Discussion:

The North Bay Water District ("District") was formed by a special public election on December 17, 1963 and at that time the election installed a five-member Board of Directors. The purpose of the formation of the District was to create a body to formulate and adopt policies on water and related issues that are in the best interest of the District as a whole. All District powers are those powers established by the California Water District Law (Water Code section 34000) and are exercised by the Board of Directors. The Board of Directors serve four-year terms. The meetings are conducted in accordance with the Brown Act. All Directors must be holders of title to land situated within the District. The District has been in existence since formation and is in good standing. The Directors serve without compensation.

Boundaries of the District:

The North Bay Water District encompasses approximately twenty-seven thousand acres of unincorporated agricultural territory in the southern-most sector of Sonoma County. The lower portion of the District forms the shoreline of San Pablo Bay between Marin County on the west and Napa County on the east. From this broad base the District skirts around the southerly tip of the Sonoma Mountains. Attached as Exhibit A is a map of the District.

Scope of the Proposed Bylaws Amendments

On April 14, 2020, the District Board unanimously approved amended bylaws. Water Code section 35305 allows the Water District bylaws to be amended if there is at least a four-fifths vote of the Water District Board as well as a majority vote of approval of the Board of Supervisors of the county in which the District Board is located. The Water District Board of Directors has requested the Board of Supervisors approve these bylaws as set forth in state law.

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In accordance with Water Code section 35003-5, the amended bylaws establish the election procedures for voting for the Board of Directors, the time, place and manner of conducting elections, the voting methodology and process for voting, and the procedures for filling vacancies. The bylaws also establish the duties of the President, Vice President, Secretary and the Assessor-Tax Collector-Treasurer of the District.

The bylaws also ensure the District Board members do not have conflicts of interest. In accordance with the bylaws, the District Board’s counsel is preparing a conflict of interest code. The District Board’s counsel anticipates their Board will vote on the conflict of interest code in the fall, and submit their code to the Board of Supervisors for review during the upcoming biennial conflict of interest code update in January 2021.

Prior Board Actions:

FISCAL SUMMARY

Expenditures	FY 19-20 Adopted	FY20-21 Projected	FY 21-22 Projected
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources			

Narrative Explanation of Fiscal Impacts:

None

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

Attachments:

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A: Map of the North Bay Water District

B: Executed North Bay Water District By-Laws

C: Resolution of District Board of Directors approving the amended bylaws

Related Items “On File” with the Clerk of the Board: