

BYLAWS

of the

HOUSTON - GALVESTON AREA COUNCIL NATURAL RESOURCES ADVISORY COMMITTEE

PURPOSE

ARTICLE I

The Natural Resources Advisory Committee is appointed by the Board of Directors of the Houston-Galveston Area Council (H-GAC) to assist and advise elected officials in their decision-making responsibilities, by making recommendations on issues related to natural resources.

RESPONSIBILITIES

ARTICLE II

1. Review and advise H-GAC's Board of Directors on natural resource related goals and objectives, as requested.
2. Identify issues and propose work programs to fulfill the objectives of the Natural Resources Advisory Committee.
3. Review and advise on H-GAC work programs in natural resources including land, air, water, and energy resources, with a focus on conservation and water quality planning.
4. Provide opportunities for all segments of the public to participate in natural resource planning.
5. Maintain a broad-based Committee membership that represents the region's demographic and geographic diversity.

MEMBERSHIP

ARTICLE III

1. The Natural Resource Advisory Committee shall consist of *thirty-nine (39)* members.
2. There shall be *twenty-six (26)* designated members drawn from key entities in the H-GAC area who are involved in natural resource issues as delineated in Attachment A.
3. There shall be *one (1)* representative from each county within the 13-county H-GAC planning area, recommended by the county representatives sitting on the H-GAC Board of Directors.

APPOINTMENT-MEMBERSHIP

ARTICLE IV

1. Committee appointments shall be approved by the Board of Directors of the H-GAC, after receiving recommendations from the Natural Resources Advisory Committee.
2. Appointees will serve at the pleasure of the Board of Directors and may be replaced at any time.
3. Appointments shall be for a two-year period, or until a successor is appointed.

4. Each person appointed shall signify acceptance of membership in writing. Such acceptance shall include a commitment to attend the meetings of the Committee. If any member is absent for three consecutive meetings of the Committee, he or she is subject to removal on a majority vote of the Committee at a meeting of the Committee where a quorum is present.
5. A Committee member may designate in writing to the Chairperson the name of a specific person who may participate on his/her behalf at any meeting of the NRAC. The Presiding Officer of the NRAC shall recognize such alternates, having received written notice prior to or during the meeting and such alternates shall be able to vote on Committee business.
6. When a member has designated an alternate, the member shall be accounted present and counted toward quorum when the alternate is present on their behalf.
7. The Chairperson may appoint individuals to serve on the Committee in an **Advisory** capacity should a specific expertise be needed and not already represented on the Committee. The term of service will be determined by the Chairperson. The appointment and term of the **Advisory** member shall be subject to approval by the Committee at a regularly scheduled meeting.
8. When nominating NRAC members, the Committee shall consider a nominee's expertise on the conservation of air, water, land, and energy resources. Additionally, consideration should be given to committee balance in terms of being representative of the region's diverse populations.

OFFICERS

ARTICLE V

1. The officers of the Committee shall be a Chairperson and Vice Chairperson, elected by a simple majority of those present and voting at the meeting at which these bylaws are adopted; and subsequently, at the first meeting after January 1 of each year. Officers shall serve a term of two years. After two years, a new Vice Chairperson shall be elected, and the current Vice Chairperson shall assume the Chairmanship.
2. All normal powers of the presiding officer shall be vested in the Chairperson.
3. The Vice Chairperson shall preside in the absence of the Chairperson. In the absence of both officers, the presiding officer for that meeting will be named by caucus of the Committee members present and will be assisted in their duties by the H-GAC Staff Coordinator.
4. Upon the vacancy of an office through any eventuality, a replacement will be elected from the current membership by majority vote at a meeting of the Committee where a quorum is present.

QUORUM

ARTICLE VI

1. ***A quorum shall consist of 12 members.***

VACANCIES

ARTICLE VII

1. Upon occurrence of a vacancy for a local government-appointed position through any eventuality, the member of the Board of Directors of the H-GAC responsible for nominating that position shall immediately be notified in order that the vacancy be promptly filled.
2. Upon occurrence of a vacancy for a NRAC-appointed position, the Chairperson will form a Nominating Subcommittee to recommend nominees for consideration by the Committee at its next regular meeting where a quorum is present.
3. When a vacancy is filled, the appointee shall serve the duration of the unexpired term to which he or she is appointed.

SUBCOMMITTEES

ARTICLE VIII

1. Subcommittees shall be appointed by the Chairperson on an *ad hoc* basis.
2. Appointments may include both current Committee members and individuals not on the Committee but who have particular knowledge of an issue.
3. The Chairperson shall appoint the Chair of the subcommittee from current Committee membership.
4. When active, the subcommittee shall present a report to the Committee at regularly scheduled or called meetings.

PROCEDURES

ARTICLE IX

1. All meetings will be open to the public and posted in accordance with the provisions of Chapter 551 of the Texas Government Code to the greatest degree practicable. At all meetings, the Committee shall provide opportunity for public comment.
2. Any matter brought to a vote will be enacted by a simple majority vote of the members present, except for those matters provided for specifically in other paragraphs of these bylaws; If a member is unable to attend a meeting at which a vote will be taken and that member has given prior notification, that member may participate via virtual means and may vote and will be counted present. Members are strongly encouraged to attend meetings in person.
3. These bylaws will be enacted upon the affirmative vote of two-thirds of the members present, each member having been emailed or otherwise sent a copy at least ten (10) days prior to the meeting at which they are considered.
4. These bylaws will be reviewed by the Committee every five years or may be amended upon the petition of a majority of the membership. Proposed changes will be developed by a bylaws subcommittee and presented as recommended to the Committee. Proposed changes may be amended or enacted by the vote of two-thirds of the membership present at the next meeting, the petition or proposal serving as the first reading in such a case, and the vote to deny or enact serving as the second reading, provided, however, that the members have been emailed or otherwise sent a copy (10) days prior to the second reading.

5. The Committee shall meet *at least quarterly, or at the call of the Chairperson.*

These bylaws shall become effective upon approval of the Natural Resources Advisory Committee and ratification by H-GAC's Board of Directors. All amendments shall be ratified by H-GAC's Board of Directors.

ATTACHMENT A

NATURAL RESOURCES ADVISORY COMMITTEE COMPOSITION AND METHOD OF APPOINTMENT

The Natural Resources Advisory Committee is appointed by the Board of Directors of the Houston-Galveston Area Council to assist and advise elected officials on issues related to environment and natural resources of the region.

Responsibilities

1. Review and advise H-GAC's Board of Directors on natural resource related goals and objectives, as requested.
2. Identify issues and propose work programs to fulfill the objectives of the Natural Resources Advisory Committee.
3. Review and advise on H-GAC work programs in natural resources including land, air, water, and energy resources, with a focus on conservation and water quality planning.
4. Provide opportunities for all segments of the public to participate in natural resource planning.
5. Maintain a broad-based Committee membership that represents the region's demographic and geographic diversity.

Total Membership - 39 members

Designated Representatives 26 members

H-GAC is the state-designated regional planning agency for the 13-county Gulf Coast Planning Region. Designated representatives are drawn from local government and other key agencies within the region that are involved in environmental and natural resource issues.

- *Academic Representative*
- *City of Houston Water Resources*
- *Harris County Public Health*
- *Harris County Pollution Control Services Department*
- *Harris County Flood Control*
- *Public Health Representative*
- *Gulf Coast Authority*
- *River Authority Representative*
- *Builder/Developer Representative*
- *Conservation Groups (3)*
- *Soil & Water Conservation Representative*
- *Agricultural Representative*
- *Consulting Engineer Representative*
- *Cities Other Than Houston (2)*
- *Small Cities Less than 25,000*
- *Industry (2)*
- *Power Generation or Transmission Utility*
- *Chambers of Commerce (2)*
- *Private Citizens (2)*

- *Professional Organization Related to Environmental Issues*
- *(Advisory Members to be determined as needed)*

County Representatives 13 members

There are 13 counties in the H-GAC planning region. The county representative shall be appointed by that county's representative to the H-GAC Board of Directors:

- | | | |
|---------------------------|---------------------------|----------------------------|
| • <i>Austin County</i> | • <i>Galveston County</i> | • <i>Montgomery County</i> |
| • <i>Brazoria County</i> | • <i>Harris County</i> | • <i>Walker County</i> |
| • <i>Chambers County</i> | • <i>Liberty County</i> | • <i>Waller County</i> |
| • <i>Colorado County</i> | • <i>Matagorda County</i> | • <i>Wharton County</i> |
| • <i>Fort Bend County</i> | | |