

BYLAWS

Of the

HOUSTON - GALVESTON AREA COUNCIL'S
REGIONAL FLOOD MANAGEMENT
COMMITTEE

ARTICLE I

PURPOSE

The Regional Flood Management Committee is appointed by the Board of Directors of the Houston-Galveston Area Council to assist and advise elected officials in their decision-making responsibilities by making recommendations on issues related to all aspects of flood management in the Gulf Coast Planning Region.

COMMITTEE MEMBERSHIP

ARTICLE II

1. The Regional Flood Management Committee shall consist of **twenty-eight (28)** members.
2. There shall be **one (1)** representative from each county in the H-GAC region.
3. There shall be **one (1)** representative from each city in the H-GAC region with a population over fifty thousand (50,000).
4. There shall be four **(4) At-Large** representatives from cities with less than 50,000 population.
5. There shall be one **(1)** representative from each of the five River Authorities with jurisdiction within the H-GAC region.
6. All members shall be appointed by the H-GAC Board of Directors and will serve at the pleasure of the Board of Directors, and may be replaced at any time. The entities represented on the Committee will appoint both a primary representative and an alternate.
7. Appointments shall be for a two-year period, or until a successor is appointed.
8. Each person appointed shall signify acceptance of membership in writing. Such acceptance shall include a commitment to attend the meetings of the Committee. The Committee may recommend removal of a member for non-attendance to the H-GAC Board of Directors if the member misses three (3) consecutive meetings. The recommendation will be made on a majority vote of the Committee at a meeting of the Committee where a quorum is present.
9. If either the primary or alternate representative is present at a meeting no absence will be recorded. Both primary and alternate representatives will have a vote on Committee business, but there will be only one vote per entity represented.

OFFICERS

ARTICLE III

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 the first of the year.
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.
4. Upon the vacancy of an office through any eventuality, a replacement will be elected from the current membership by majority vote.

QUORUM

ARTICLE IV

1. *A quorum shall consist of a simple majority of filled appointments.*

VACANCIES

ARTICLE V

1. Upon occurrence of a vacancy through any eventuality, the Board of Directors of the H-GAC shall immediately be notified in order that the vacancy is promptly filled.
2. When a vacancy occurs, the appointee shall serve the duration of the unexpired term to which he or she is appointed.

SUBCOMMITTEES

ARTICLE VI

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 Chairman of the Subcommittee from current Committee membership. In the case where the Subcommittee recommends a Chairperson who is not a member of the Committee, that recommendation will come to the Committee for approval.
4. When active, the Subcommittee shall present a report to the Committee at regularly scheduled or called meetings.

PROCEDURES

ARTICLE VII

1. 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.
2. These bylaws will be enacted upon the affirmative vote of a simple majority of filled positions, each member having been mailed a copy at least ten (10) days prior to the meeting at which considered.
3. These bylaws may be amended upon the petition of a majority of filled positions and enacted by the vote of a simple majority of filled positions 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 mailed a copy in writing (10) days prior to the second reading.
4. The Committee shall meet *at least quarterly, or at the call of the Chairperson.*
5. These bylaws shall become effective upon approval of a simple majority of filled positions and ratification by H-GAC's Board of Directors. All amendments shall be ratified by H-GAC's Board of Directors.