

**LOWER RIO GRANDE VALLEY DEVELOPMENT COUNCIL
REGIONAL WATER RESOURCE
ADVISORY COMMITTEE (RWRAC)
BYLAWS**



As Amended, April 29, 2021

Article I: Organization:

The official, designated name of the advisory committee shall be Regional Water Resource Advisory Committee (RWRAC). The official acronym shall be “RWRAC.”

Article II: Authority:

The RWRAC was created on January 30, 2019 as approved and under the authority of Lower Rio Grande Valley Development Council (LRGVDC).

The advisory committee shall provide policy guidance, programmatic implementation, and/or recommendations relative to the function and scope of the committee, or as otherwise directed by LRGVDC Board of Directors. Committee progress, updates, and recommended actions shall be presented for discussion and/or required approvals during regular meetings of the LRGVDC Board of Directors by the LRGVDC staff liaison. As per Article VI of these bylaws, the RWRAC shall recommend amendments as appropriate to support the functions of the committee.

Article III: Purpose & Function:

The purpose of the advisory committee is to educate, promote, foster, and coordinate community and regional planning efforts on the environmental, economic, and other social impacts of existing, new or proposed regulations, policies, and control regarding water resources management.

The advisory committee will provide advocacy, guidance, technical assistance, and information to the region on priority matters of water resources management.

Members of the advisory committee will assist and support water issues including, but not limited to the following:

- Rio Grande Valley Reservoir Systems and the supplemental water resources;
- Water usage and conservation issues;
- Reservoir system operations;
- Water Distribution;
- Local and regional water demand;
- Pass-through requirements;
- Water quality requirements;
- Flood mitigation, response and resiliency;

- Drought management planning, and;
- Federal, state and local regulations governing water.

The Advisory Committee shall carry out the following functions and/or objectives:

1. Identify and promote Lower Rio Grande Valley regional water management and conservation strategies ensuring sustainable use of water supplies, enhance economic vitality and protect the base flows of the region’s rivers and streams.
2. Maintain strong communication links among federal, state, county, local government, individual citizens and all other stakeholders.
3. Promote education regarding water resource knowledge and promote informed use of water resource studies and planning tools including the development of a regional water resource asset map.
4. Monitor and analyze legislation affecting the management and operation of regional water resources.
5. Research, apply for, and administer suitable funding programs and projects which impact the water resources of the LRGV.
6. Provide water resource coordination in response to regional adversity events and mitigation resilience action planning.
7. Propose revisions, expansions, and deletions to planning, policies and ordinances relating to pass-through requirements, water supply development, water quality, drought management and water conservation issues.

Article IV: Membership:

Advisory Committee members are comprised of representatives from organizations, stakeholders and individuals complimentary towards the scope of the committee, with regionally diverse representation, as recommended by the RWRAC and approved by the LRGVDC Board of Directors.

The Committee will consist of fifteen (17) voting members from the region as listed below:

a. Composition.

- | | |
|--------------------------|---------------------|
| • Cameron County | (1) Representative |
| • Hidalgo County | (1) Representative |
| • Willacy County | (1) Representative |
| • Large City (>25K Pop.) | (3) Representatives |

- Small City (<25K Pop.) (1) Representative
- Special Purpose District – Drainage (*One from each County*) (3) Representatives
- Special Purpose District – Irrigation (1) Representative
- Special Purpose District – General & *Nonprofit* (1) Representative
- LRGV Storm Water Task-Force (1) Representative
- Region M Water Planning Group (1) Representative
- *Institute of Higher Education* (2) Representatives
- International Boundary/Water Commission (USIBWC) (1) Representative

(17) Voting Representatives

b. Qualifications.

1. All committee members must be within the LRGVDC boundary area and reside or work in the county they are to represent.
2. Each membership composition category shall have no more than 2 representatives from the same county.
3. Representative must either be an elected official of the representing county or a designated stakeholder with the professional qualifications to serve as the most applicable representative. Representative shall not be for-profit and otherwise representing outside interests.

c. Voting.

Each member of the Advisory Committee shall have one (1) vote. Typically, the Chair's vote will be utilized as a tie-breaker. Each member must be present at the meeting to cast a vote. No proxy or absentee voting permitted.

d. Officers.

The Advisory Committee shall consist of the following officers, as elected by the RWRAC. Officers shall begin term upon RWRAC action item approval.

- Chair Shall preside at meetings.
- Vice-Chair Shall act on behalf of Chair during absence.

Officers may only be selected from current committee representatives. The appointment of an officer shall only be granted to a specific individual (not membership composition category representative). Only individuals elected may carry out functions of the officer.

e. Service Terms. (Officers and Representatives)

Advisory committee officers and representatives shall be appointed to four (4) year staggered terms with elections occurring in May on odd numbered calendar years. During the inaugural term, lots will be drawn to determine which (8) positions conclude in calendar year 2021. A member may be reappointed to multiple terms without term limits; however, must be re-designated each term by LRGVDC Board of Directors. A letter of intent to continue service will be asked for members seeking reappointment.

f. Attendance.

Members who fail to attend three (3) consecutive meetings shall be subject to removal from the Advisory Committee.

g. Alternates.

Members of the Advisory Committee shall designate (1) one alternate who will have full voting privileges during a member absence. Alternates must confirm on record as part of Advisory Committee minutes and shall meet all membership qualifications.

h. Vacancies.

A vacancy occurs when:

- Term expires without reappointment;
- Member voluntarily resigns;
- Member is physically unable to perform duties of committee; or
- Disqualification of representation
- LRGVDC Board of Directors removes committee member due to conduct or other business-related reasons.

Vacancies shall be filled through committee level selection and recommendation process and approved by LRGVDC Board of Directors. The recommendation process shall consist of an announcement of the vacancy at the LRGVDC Board of Directors monthly meeting, a recommendation form, and resume submittal to LRGVDC Staff. The committee will then review the qualifications and make a recommendation to the LRGVDC Board of Directors. The RWRAC shall recommend revisions to selection process, as appropriate to support the functions of the committee.

i. Conduct.

Each Advisory Committee member shall maintain professionalism and objectivity when carrying out business of the Committee. Conduct unbecoming of an appropriate representation shall be addressed by LRGVDC staff liaison or executive director and, committee member may be removed by LRGVDC Board of Directors.

j. Conflict of Interest.

All Advisory Committee members must disclose perceived or actual conflicts of interest and/or abstain from applicable votes. It is the responsibility of each Committee Member to discharge his or her duties in those respective capacities in good faith, in a manner the person reasonably believes to be in the best interests of RWRAC and LRGVDC, and with the care an ordinarily prudent person in a like position would exercise under similar circumstances. A conflict of interest is defined as referring only to personal, proprietary interests of the persons covered by this policy and their immediate families. Committee members shall not be present during presentations involving funding and/or prioritizations.

k. Ex-Officio Membership:

As an inclusive resource to the region, executives and administrators representing publicly-funded, official-capacity federal and state organizations designated to provide water management, disaster recovery, community resilience and/or environmental quality services and resources shall serve as ex-officio, non-voting member. Ex-officio members shall not count towards establishment of a quorum and may include agencies such as, but not limited to:

- Arroyo Colorado Watershed Partnership (ACWP)
- Lower Laguna Madre Estuary Partnership (LLMEP)
- Research, Applied Technologies, Education and Services (RATES)
- South Texas College (STC)
- Texas Commission on Environmental Quality (TCEQ)
- Texas General Land Office (TGLO)
- Texas Groundwater Protection Committee
- Texas On-Site Wastewater Treatment Research Council
- Texas State Soil and Water Conservation Board (TSSWCB)
- Texas State Technical College (TSTC)
- Texas Water Development Board (TWDB)
- Texas Water Resources Institute (TWRI)
- U.S. Department of Housing & Urban Development (HUD)
- U.S. Environmental Protection Agency (EPA)

Article V: Procedures:

a. Meetings.

Regular meetings shall be held at least quarterly with written notice and agenda submitted to all members at least (3) business days prior to meeting date. Special meetings may be called more frequently, at the discretion of the Advisory Committee or a LRGVDC designated staff liaison with written notice and agenda submitted to all members at least (3)

business days prior to meeting date. Advisory Committee meetings shall be conducted under Robert's Rules of Order.

b. Quorum.

The quorum for transaction of substantive action shall be fifty-one percent (51%) of the voting membership. In the absence of quorum, the Advisory Committee may choose to discuss topics informally but may take no action or accept recommendations.

c. Minutes.

A designated LRGVDC staff member shall maintain minutes of each Advisory Committee meeting. Minutes shall be reviewed and approved as a standing agenda item.

d. Subcommittees.

The Advisory Committee shall maintain the authority to designate standing, technical, ad-hoc and/or temporary subcommittees within scope to improve the recommendations and nature of the advisory committee. Subcommittee activity updates shall be recorded at Advisory Committee meetings.

e. Open Meetings.

RWRAC Advisory Committee meetings shall be open to the public and generally subject to the Texas Open Meetings Act.

Article VI: Amendments:

The Advisory Committee shall propose amendments to bylaws by subcommittee recommendation, regular, or special meetings; however, shall not be effective or approved until formal action is taken by LRGVDC Board of Directors as per Article II.

a. Bylaws Adoption/Amendment History.

Adopted: _____
Date

By: _____