

**Before the Board of Supervisors in and for the  
County of Monterey, State of California**

**Resolution No. 15-0\_\_\_**

Adopt a Resolution:

- a. Establishing the Road Fund Advisory Committee; and )
- b. Adopting the Road Fund Advisory Bylaws. )

WHEREAS, in June 2013, the Monterey County Board of Supervisors approved including the Road Fund as a beneficiary in the County Transient Occupancy Tax Revenue contribution formula;

WHEREAS, on March 11, 2014, the Monterey County Board of Supervisors approved the proposed County Financial Policies revision to include a policy to fund the Road Fund through a County Transient Occupancy Tax contribution formula in graduated process from 20% up to a flat rate contribution of 25% to maintain roads;

WHEREAS, a policy was also approved to implement a Road Fund Advisory Committee to provide direction on the use of these funds; and

WHEREAS, the Resource Management Agency – Public Works (RMA-PW) was designated as the County department to support the Road Fund Advisory Committee.

NOW THEREFORE BE IT RESOLVED THAT THE MONTEREY COUNTY BOARD OF SUPERVISORS HEREBY

- a. Establishes the Road Fund Advisory Committee; and
- b. Adopts the Road Fund Advisory Committee Bylaws:

BE IT FURTHER RESOLVED that the Monterey County Board of Supervisors hereby adopts the following Road Fund Advisory Committee Bylaws:

Section 1. CREATION OF COMMITTEE

The Road Fund Advisory Committee is hereby created.

Section 2. MEMBERSHIP

The Committee shall consist of ten (10) members appointed by the Monterey County Board of Supervisors. Each member of the Board of Supervisors shall appoint two (2) members of the Committee to represent the District of the appointing Board members. Each Committee member shall be a resident of Monterey County within the unincorporated county area.

### Section 3.      TERMS

Each member of the Committee shall have a term of three (3) years and until his or her respective successor is appointed and qualified, except that the terms of the first members of the Committee shall be so staggered that the term of the five (5) members (one (1) from each district) shall expire on June 30, 2017 and the terms of five (5) members (one (1) from each district) shall expire on June 30, 2018.

### Section 4.      VACANCIES

Any vacancy shall be filled for the remainder of the unexpired term in the same manner as the original appointment.

A vacancy shall exist:

- (a) When a member submits a written resignation to the Committee chairperson and the nominating Supervisor, or
- (b) When the member fails to attend two (2) consecutive meetings of the Committee without good cause, or
- (c) When a member's death, disability or other circumstance prevents the member from completing a term, or
- (d) When a member no longer resides within the designated area or otherwise does not meet the qualifications for the appointment.

### Section 5.      MEETINGS

The Committee, at its initial meeting, shall organize by selecting a time and place to meet at least twice each calendar year. All meetings shall be open to the public. The recommendations made by the Committee shall be submitted to the Board of Supervisors.

### Section 6.      ORGANIZATION

The Committee, at its initial meeting, shall organize by selecting from its membership a chairperson, a vice-chairman, and a secretary. The Committee shall thereafter, annually, reorganize by selecting such officers. The officers selected by the Committee at its first meeting shall be presented by the Department of Public Works to the Monterey County Board of Supervisors at a meeting of the Board following the initial Committee meeting.

The Committee shall, from time to time, propose rules and regulations for the conduct of its meetings. The rules and regulations proposed by the Committee shall be presented by the Department of Public Works to the Board of Supervisors and, after approval by the Board of Supervisors, such rules and regulations shall govern the Committee.

### Section 7.      PURPOSE AND DUTIES OF THE COMMITTEE

The purpose of the Committee is to provide direction on the use of annual County Transient Occupancy Tax contributions to the Road Fund.

Section 8.      COMPENSATION

Members of the Committee shall serve without compensation.

Section 9.      QUORUM

A Quorum shall consist of a majority of the members of the Committee.

Section 10.    MINUTES

Action minutes shall be kept for each meeting by the appropriate Department of Public Works staff and distributed to each member of the Committee within three (3) weeks of the said meeting for review and correction/addition as necessary. Action minutes shall also be reviewed and approved at a subsequent meeting and forwarded to the Clerk of the Board's office.

**PASSED AND ADOPTED** upon motion of Supervisor \_\_\_\_\_, seconded by Supervisor \_\_\_\_\_, carried this \_\_\_\_\_ day of \_\_\_\_\_ 2015, by the following vote, to-wit:

AYES:  
NOES:  
ABSENT:

I, Gail T. Borkowski, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original resolution of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book 78 for the meeting on \_\_\_\_\_.

Dated:  
File Number

Gail T. Borkowski, Clerk of the Board of Supervisors  
County of Monterey, State of California

By \_\_\_\_\_  
, Deputy