

Tehama County Groundwater Commission Bylaws

Article I. General Provisions

- Section 1. The Tehama County Groundwater Commission shall be a Commission with advisory responsibilities pertaining to groundwater management in the seven, or quantity thereafter modified to, subbasins or portions thereof for which the Tehama County Flood Control and Water Conservation District has been designated as the Groundwater Sustainability Agency under the Sustainable Groundwater Management Act.
- Section 2. The Executive Director or designee of the Tehama County Flood Control and Water Conservation District shall serve as staff to the Commission and shall assist the Commission in presenting information and reports to the District Board of Directors (hereinafter “Board of Directors”).
- Section 3. The Commission will operate on principles of stewardship to sustain a natural resource essential for life, health, welfare, and sustainability of the community for generations to come. Commissioners are sought who are committed to collaborating with other interests for the long-term benefit of Tehama County groundwater resources and the people who rely on these resources.
- Section 4. Specific functions of the Commission shall include, but are not limited to the following:
- Participate in communication, outreach, and engagement efforts within the basin.
 - Review and assist with the development and implementation of Groundwater Sustainability Plans (GSPs), 5-year GSP updates, and annual reports.
 - Monitor and evaluate progress towards achieving sustainability goals and provide advice/recommendations.
- Section 5. The Commissioners shall receive as compensation the sum of twenty-five dollars each for their attendance at each regular meeting or special meeting, not to exceed fifty dollars each per month. In addition thereto, each member shall be allowed reasonable travel expenses as provided by the Tehama County Travel Policy for official travel approved by the Commission, provided that appropriations therefore have been included in the District budget.

Article II. Powers and Duties of the Commission

Section 1. The Commission shall provide advisory input to the development of the Groundwater Sustainability Plan(s), required updates, and annual reports pursuant to Water Code section 10727 et seq., and any amendments thereto, and any implementing rules and regulations of the District. The Groundwater Commission shall vote for direction to staff to agendize the recommendations to the Board of Directors.

Public hearings shall be conducted in accordance with the applicable water code prior to the adoption or amendment of a Groundwater Sustainability Plan(s) or any implementing rule or regulation of the District.

Section 2. The Commission shall conduct investigations to determine the need for groundwater management, monitor compliance and enforcement, or propose or update fees or other revenue measures, and make recommendations to the Board of Directors thereon.

Section 3. The Commission may assist in the review of proposed District grant applications relating to groundwater management and advise the Board of Directors regarding grant funding opportunities.

Section 4. In the event that the District establishes any discretionary permitting or similar regulations relating to sustainable groundwater management, it is the intent of the Board of Directors to provide for such permits to be issued by the Executive Director, subject to appeal to the Board of Directors.

Section 5. The District will establish an administrative enforcement hearing process, pursuant to Water Code section 10732, subdivision (b)(2)., in which the Commission shall conduct a review of the facts and make a recommendation to the Board of Directors, who shall make the final decision.

Section 6. The Commission shall serve as advisors to the Executive Director regarding matters relevant to the management of groundwater in Tehama County.

Article III. Membership

Section 1. Membership of the Commission shall consist of eleven voting members as set forth in this Article.

Section 2. The following representatives shall serve at the pleasure of their respective appointing authority:

- One Commissioner appointed by the City Council of the City of Corning.
- One Commissioner appointed by the City Council of the City of Red Bluff.

- One Commissioner appointed by the City Council of the City of Tehama.
- One Commissioner appointed by the Board of Directors of the El Camino Irrigation District.
- One Commissioner appointed by the Board of Directors of the Los Molinos Community Services District.
- One Commissioner appointed by the Board of Directors of the Rio Alto Water District.
- Five Commissioners appointed by the Board of Directors of the Tehama County Flood Control and Water Conservation District.

Section 3. No two members should be officers, employees, or agents of the same agency, special district, or public or private corporation.

Section 4. All Commission members shall exercise their independent judgment on behalf of the resident, property owners, and the public as a whole, in furthering the purposes and intent of Ordinance 2023-1

Article IV. Membership Qualifications and Responsibilities

Section 1.. The Commission would benefit from representatives with the following:

- Knowledge of SGMA
- Knowledge of Tehama County Groundwater Sustainability Plans
- Knowledge of local groundwater issues,
- Commitment to cooperative solution development
- An interest in the preservation, protection, and enhancement of the groundwater in Tehama County
- Technical expertise in a water related field
- Technical expertise in environmental concerns regarding water

Section 2. Commissioners should be a resident of Tehama County.

Article V. Terms of Service

Section 1. The five District Representatives shall be appointed or retained by each District Director at the beginning of the District Director’s term and shall serve at the pleasure of the Board of Directors for the duration of the District Director’s term.

Section 2. The six agency-appointed members serve at the pleasure of their respective appointing authority. The agency shall provide a letter to inform the District of a representative change.

Section 3. There are no limits to the number of terms Commissioners may serve so long as each Commissioner satisfies the nomination and confirmation requirements set forth herein.

Section 4. All Commissioners are appointed and removed at the discretion of their respective appointing authority.

Section 5. Any Commissioner may be removed by a four-fifths vote of the Board of Directors, either with a recommendation from the Groundwater Commission or with good cause.

Article VI. Meetings and Quorum

Section 1. Pursuant to the Ralph M. Brown Act, the Commission meets monthly, on the second Wednesday, at 8:30 a.m. Commission meetings shall be held at the Tehama County Board of Supervisors Chambers, 727 Oak Street, Red Bluff, CA 96080. The Executive Director or designee has the authority to call additional meetings and cancel regular meetings as needed.

Section 2. The majority of the total Commissioners shall constitute a quorum.

Article VII. Attendance

Section 1. Any Commissioner who has exceeded 2 consecutive unexcused absences from regular Commission meetings or missed more than three meetings in an 18-month period due to unexcused absences shall be contacted.

If no response is received from the Commissioner within 30 days, or they state they do not wish to remain a Commissioner, the respective appointing authority shall be notified to remove the Commissioner and appoint a replacement.

If the Commissioner states they wish to remain with the Commission, they shall be considered in good standing, unless otherwise provided by the respective appointing authority.

Failure of the Commissioner to communicate availability or failure for authority to remove the Commissioner after receiving notice of the attendance issue shall constitute good cause for removal.

Article VIII. Election of Chairperson and Vice Chairperson

Section 1. The Chairperson and Vice Chairperson shall be elected each year at the first meeting of the Commission and shall assume the duties of such office immediately following the election. There is no limit to the number of terms that an individual can serve.

Section 2. The Chairperson or Vice Chairperson may be removed from office and relieved of duties by a majority of the Commission.

Article IX. Duties of Chairperson

- Section 1. The Chairperson shall preside at all meetings of the Commission and perform duties consistent with the procedures outlined herein.
- Section 2. In the absence of the Chairperson, the Vice Chairperson shall execute the duties of the Chairperson.
- Section 3. The presiding officer shall maintain order and decorum according to Rosenberg's Rules of Order and in compliance with Federal, State and local law. The meeting shall be called to order at the appointed time.
- Section 4. For any motion voted on by the Commission where the vote results in a tie, the Chairperson will re-open discussion on the topic. Once discussion has been exhausted, a second vote will be taken. If the vote remains a tie, the motion will fail having not received a majority vote.

Article X. Secretarial Assistance

- Section 1. The functions of this office will be performed by an assigned Tehama County Flood Control and Water Conservation District employee, designated by the Executive Director of the District or designee.
- Section 2. This employee is not a voting member of the Commission. In the event District resources preclude this, the office of Secretary shall be established with the duties in this Article.
- Section 3. The Secretary to the Commission will attend all meetings of the Commission, and any ad-hoc meetings when requested.
- Section 4. The Secretary shall maintain a record of all sessions and Commission attendance.
- Section 5. The agenda for regular and special meetings shall be prepared by the Executive Director in conformance with Brown Act requirements and distributed to each Commission member. Copies of the agenda shall be posted in accordance with the Brown Act and made available at each meeting for the public. Meeting agendas and materials will be posted on the County meeting portal.

Article XI. Technical Resources

- Section 1. If a need arises, the Commission shall make recommendations to the District Board for the purpose of obtaining and utilizing resources drawn from a "Technical Pool".
- Section 2. The Technical Pool shall consist of a list of individuals or groups employed with the local, state, and federal resource agencies, consultants, environmental groups, local businesses and industry, and other areas.

- Section 3. Any such recommendation that would incur a financial cost to the District must first be approved by the Board of Directors.
- Section 4. Technical Pool participants will work with staff and the Commission to provide additional technical support where needed.
- Section 5. The Executive Director of the District or designee shall act as the liaison between the Commission and the Technical Pool.

Article XII. Committees

- Section 1. The Commission may form ad-hoc committees and standing committees. Staff shall serve in an advisory capacity to any such Committees. The Chairperson shall appoint committee members with the concurrence of the individual appointed.
- Section 2. All standing committees shall comply with the Ralph M. Brown Act, set forth in the California Government Code sections 54950-54963, inclusive.
- Section 3. Standing Committee: May be established by the Commission as needed. A “standing committee” has either “continuing subject matter jurisdiction” or a regular meeting time and is comprised solely of less than a quorum of members of the body.
- Section 4. Ad Hoc Committee: May be established by the Commission as needed. An “ad hoc” committee has a specific task or assignment, and the Committee does not survive completion of the task and is comprised solely of less than a quorum of the members of the body. Ad hoc committees are not subject to the Brown Act.

Article XIII. Miscellaneous Provisions

- Section 1. Rosenberg’s Rules of Order shall govern all meetings of the Commission.
- Section 2. The Ralph M. Brown Act, set forth in the California Government Code sections 54950-54963, inclusive, shall govern all meetings of the Commission and its Standing Committees.
- Section 3. These Bylaws may be altered, amended, suspended, or repealed by the Tehama County Flood Control and Water Conservation District Board of Directors. The Commission may recommend such changes to the Board of Directors for their consideration.


Approved by the Tehama County Flood Control and Water Conservation District Board of Directors on March 20, 2017 in Red Bluff, CA 96080

Revised Bylaws approved by the Tehama County Flood Control and Water Conservation District Board of Directors on July 20, 2020 in Red Bluff, CA 96080

Revised Bylaws approved by the Tehama County Flood Control and Water Conservation District Board of Directors on June 20, 2022 in Red Bluff, CA 96080

Revised Bylaws approved by the Tehama County Flood Control and Water Conservation District Board of Directors on November 7, 2023 in Red Bluff, CA 96080.

Revised Bylaws approved by the Tehama County Flood Control and Water Conservation District Board of Directors on June 17, 2024 in Red Bluff, CA 96080



John Leach, Chairman

Date 6-17-24