

By-Laws

Valley County Recreation Advisory Council

Sections

1. Authority, Purpose, Scope
2. Membership, Appointment and Organization
3. Terms of Service
4. Meetings
5. Compensation
6. Duties and Responsibilities
7. Adoption by Valley County Board of Commissioners

1. Authority. There is hereby established an advisory council designated and known as the Valley County Recreation Advisory Council (“Advisory Council”), which shall operate in an advisory capacity to Valley County, only as specified in these by-laws. The Advisory Council is advisory to the Valley County Recreation Department and the Board of County Commissioners.

The purpose of the Advisory Council is to provide community-based advice and recommendations on the best use of lands and resources in Valley County to achieve optimal long-term conservation and public recreational benefits. Preliminary objectives to guide the Advisory Committee include the following.

- Conserve and protect natural areas and open spaces as they pertain to recreation and recreational access.
- Maintain and enhance public access for motorized and non-motorized recreation.
- Forecast future recreation needs.
- Work with Valley County Parks and Recreation to develop a long-range plan based on citizen and visitor needs and trends.
- Protect water quality, rivers and streams, riparian corridors, and wetlands in the development of recreational plans and recommendations.
- Support local efforts to educate the public and address wildfire threat in wildland/urban interface areas where these goals overlap with recreational interests.
- Work with public and private partner organizations to protect and preserve wildlife, habitat, and migration corridors.

- Work with public and private partner organizations to protect and improve access for recreationalists.
- Coordinate with Valley County Sheriff's Department to ensure that education and enforcement is considered when making recommendations.

The scope of the Advisory Committee includes lands within Valley County including public and private lands.

2, Membership, Appointment and Organization:

A. Membership and Appointment: The Advisory Council shall be composed of a minimum of seven citizen members and a maximum of nine members. Appointments will be made based on response from a public announcement, made up of members of local recreation groups and interested citizens, and reflect all sections of Valley County. Members will be appointed by the Valley County Board of County Commissioners.

B. Representation: Membership recommendations shall emphasize geographically diverse representation across the County. Recommendations shall also, insomuch as practicable, represent the diverse spectrum of users who recreate and enjoy public open spaces in Valley County.

C. Resident of County: Every Council member, at the time of recommendation and appointment, and at all times of membership on the Council, shall be a full-time resident of Valley County; notwithstanding the foregoing, up to two members of the Council may be second homeowners in Valley County.

D. Rotational Position: One position on the Council shall be a rotating position filled by a member of the Valley County Board of Commissioners. This position is a non-voting seat and does not reduce the number of citizen positions.

E. Officers: At its first meeting, and thereafter every two years, the Council, by nomination and majority vote, shall select a Chair, Vice Chair and Secretary from amongst its members. These officers shall each serve a two-year term in those capacities.

F. Subcommittees: The Council Chair, or, with the approval of one-half (1/2) plus one of the Council in attendance at a meeting, the Vice Chair, shall have authority to establish project-based subcommittees and appoint members thereto.

G. Secretary and Records: The Secretary of the Council shall keep a record of all meetings and business of the Council and shall ensure meeting agendas are timely posted and meeting minutes are publicly available.

H. Attendance Required: Every member should be present at seventy-five percent (75%) of all meetings for the calendar year and actively participate in furthering the County's conservation goals. Failure to do so for reasons other than illness may be cause for termination.

3. Terms of Service:

A. Staggered Terms: Except as otherwise provided herein, people appointed to the Advisory Council shall serve staggered three-year terms.

B. Initial Terms: To stagger terms of service, up to three Council membership positions may be identified as "initial one year term" positions, up to three positions may be identified as "initial two-year term" positions, and up to three positions may be identified as "initial three-year term" positions. Upon expiration of these initial terms, all subsequent terms shall be three years in length.

C. Valley County Board of County Commissioners member: The position on the Advisory Council reserved for a member of the Valley County Board of Commissioners will not have the staggered three-year term prescribed for other positions on the committee. Instead, the Commissioner shall serve on the advisory council for a term of two years.

D. Vacancy: If a vacancy occurs with time remaining in an unexpired term, the remaining time in the vacant position will be filled with the same requirements listed above and appointed by the Board of County Commissioners.

E. Reappointment: Upon the expiration of a member's term of service on the Advisory Council, the member would need to be reappointed by the Board of County Commissioners for that member to continue serving on the committee.

F. Termination: Advisory Council members shall serve at the will and pleasure of the County Commissioners and may be removed on the recommendation of the advisory committee and approval of the Commissioners.

4. Meetings and Voting:

A. General Meetings and Special Meetings: The Advisory Council shall, at a minimum, convene monthly general meetings throughout the calendar year. The Advisory Council Chair or a majority of council members may call special meetings, as needed.

B. Quorum: A majority of appointed Advisory Council members shall constitute a quorum, and a quorum shall be required for the transaction of business by the Council.

C. Voting: Any matter that requires a vote shall be approved by a majority of members present at a meeting so long as a quorum exists.

D. Conduct: Meetings of the Advisory Council shall be organized and directed in accordance with Robert's Rules of Order, as close as is practicable.

E. Agenda: An agenda shall be prepared and posted for every meeting of the Advisory Council, pursuant to Idaho's Open Meetings Law. An agenda may be amended using the procedures provided in Idaho Code section 74-204. All other public process requirements applicable to a council of this type shall be followed.

F. Minutes: Minutes of the Advisory Council meetings shall be kept and will be made available to the public.

5. Compensation:

Members of the Council shall serve without salary or compensation except as may be otherwise directed and approved by the County Commissioners.

6. Duties and Responsibilities:

A. Advisory Capacity: The Advisory Council shall serve in an advisory capacity to the County Commissioners and Parks and Recreation Department in each of the following ways:

1. Work in collaboration with the Valley County Recreation Department and the County Commissioners to help identify current and future recreation and conservation goals for the County.

- a. Identify and prioritize funding sources and capital expenditures.

- b. The purchase or other acquisition of property and access to enhance recreation and recreational access to adjacent state and federal lands, rivers, trails, and roads.

- c. The implementation of improvement projects; such as new recreational facilities and infrastructure, conservation of clean water and drinking water, safeguarding critical wildlife habitat, protecting critical open space, preserving native plant communities, enhancing local trails and pathways, and improving recreational opportunities; such as camping, hiking, boating, and other motorized and non-motorized activities.

- c. Identify potential partners for cost sharing opportunities and cooperative programs.

2. Work with the Valley County Recreation Department to create an annual report detailing expenditures, projects, and activities that support the conservation and recreation goals.

3. Promote, support, and build public awareness of these conservation and recreation goals.

4. Promote an environment of learning and continuous improvement to ensure use of the best available tools and practices for land and water conservation within Valley County.

B. Commitment of Funds Prohibited: The Advisory Council is not authorized to grant, donate, or otherwise commit funds for any purpose.

C. Code of Ethics: Each member of the Advisory Council shall avoid the existence of, or appearance of, potential or perceived conflict of interest and shall operate to high standards of business ethics.

D. Goals, Objectives, and Guiding Principles: All duties and responsibilities of the Advisory Council and its members shall be carried out based on the goals, objectives and guiding principles established by the Valley County Comprehensive Plan, and subject to the direction the Valley County Recreation Department and the Board of County Commissioners.

7: Adoption

A. These initial by-laws shall be adopted by a two-thirds (2/3) majority vote of the Valley County Board of Commissioners.

B. These bylaws can be amended by a two-thirds (2/3) majority vote of the Valley County Board of Commissioners upon the recommendation of the Advisory Council.

These By-Laws of the Valley County Recreation Advisory Council are hereby,

adopted, this ____ day of _____, 2022

Chairman, Elting Hasbrouck

Commissioner, Edgar Allen

Commissioner, Sherry Maupin