

**BY-LAWS OF THE  
GLENN COUNTY  
HOUSING & COMMUNITY DEVELOPMENT COMMITTEE**

**ARTICLE I**                    **BY-LAWS**

The Glenn County Housing & Community Development Committee through these by-laws has been empowered to govern its internal operation.

**ARTICLE II**                    **PURPOSE**

It is the role of the Glenn County Housing & Community Development Committee to review and provide guidance on matters related to all aspects of housing and community development, and in this capacity to bring those items of significant impact thereto to the attention of the full Board of Supervisors for appropriate consideration and action as warranted.

The Glenn County Housing & Community Development Committee is furthermore organized for the purpose of:

Foster open communications regarding housing conditions, stock, affordability, and future needs, and promotion of community development which is in alignment with the County's strategic plan and to encourage and support cooperation between jurisdictions, departments, funders, staff, public and the Board of Supervisors.

Provide a forum to review county interest, policy and recommendations with regard to the areas of Housing and Community Development, and priorities for new and reuse funds of the Community Development Block Grant (CDBG) and other related programs.

Recommend membership on the CDBG loan committees, active grant committees, and participate in review of specific projects, request, applications, etc. In addition, this committee will function to provide hearing coordination for existing CDBG projects, grant reviews and recommendations to the Board of Supervisors with respect to new CDBG funding opportunities and CDBG activities.

Work toward defined goals and objectives in the Glenn County Strategic Plan concentrated on Focus Area 1-Community and Economic Development and other related areas of the Strategic Plan.

Provide oversight to the Glenn County Development Technical Advisory Committee, related policies, budgets, program management, priority setting and data processing services.

Review, analyze, and provide recommendations to the Board of Supervisors on specific action items assigned by the full Board.

### **ARTICLE III     COMMITTEE RESPONSIBILITIES**

In adherence to the role defined herein it shall be the responsibility of the Glenn County Housing & Community Development Committee to:

- A.     Make recommendation on any necessary modification in CDBG recapturing activities; and County procedures for planning, proposing and authorizing future CDBG Reuse activities; and
- B.     Review and make recommendation to the Board of Supervisors on any required reporting activity associated with grant funding; and
- C.     Monitor, establish, and review plans or necessary data elements to ensure readiness and compliance to meet funding criteria related to the broad area of housing and community development.

### **ARTICLE IV     OFFICERS and MEMBERSHIP**

The officers of the Glenn County Housing & Community Development Committee shall consist of a Committee Chairperson and Committee Vice-chairperson, to be elected once annually in July by a majority of the members of the committee.

Members of the Glenn County Housing & Community Development Committee shall consist of the following members appointed by and serving at the pleasure of the Board of Supervisors:

- A.     One member of the Board of Supervisors, plus one alternate
- B.     Assessor
- C.     Finance Director
- D.     Health & Human Services Agency Director
- E.     Planning & Community Development Services Director
- F.     Public Works Director
- G.     General Services Director/Clerk of the Board

Any official action taken by the Glenn County Housing & Community Development Committee shall be in accordance with Government code 54950 et seq. also known as the Ralph M. Brown Act.

### **ARTICLE V     MEETINGS**

- A.     Meetings shall conform to The Ralph M. Brown Act, located at California Government Code 54950 et sec.
- B.     Regular Meetings  
There shall be at least quarterly meetings held on the second Thursday of months July, October, January, and April or if deemed necessary, an alternate day may be chosen by consensus of the Committee.
- C.     Special Meetings  
Special Meetings may be called, and held, at the time and place designated.

**ARTICLE VI    NOTICE OF MEETINGS**

Notices of all meetings shall be prepared by the Clerk of the Board in conformance with the California State law governing public meeting notices.

**ARTICLE VII    AMENDMENTS**

These By-Laws may be repealed or amended by majority vote of the full Board of Supervisors at any regular meeting.

The foregoing By-Laws were adopted pursuant to minute order \_\_\_\_\_ of the Board of Supervisors of Glenn County \_\_\_\_\_.

\_\_\_\_\_  
John K. Viegas, Chairman  
Glenn County Board of Supervisors

ATTEST:

\_\_\_\_\_  
Di Aulabaugh, Clerk of the Board