

AMENDED AND RESTATED

BYLAWS OF THE
COASTAL GREENBELT AUTHORITY
(Amended 7/26/2022)

I. TITLE

The official title of this authority shall be "Coastal Greenbelt Authority", referred to herein as "Authority".

II. ORIGIN

The Authority was established on June 25, 1991, pursuant to the Agreement of that same date between the County of Orange ("County") and the City of Laguna Beach ("Laguna Beach") regarding the acquisition of that property commonly known as "Laguna Laurel" (hereinafter "Laguna Laurel Agreement"). Two minor amendments were adopted in 1992 and 1998. The 2002 amendment expanded the non-voting membership to include five additional entities — the cities of Aliso Viejo, Irvine, Laguna Hills, Laguna Niguel, and Newport Beach (together with Laguna Beach, the "Cities").

III. WILDERNESS PARKS

The Authority shall have such duties and functions as are prescribed in the Laguna Laurel Agreement with regard to the properties to be contributed by the County and the Cities to create Laguna Coast Wilderness Park adjacent to the Cities. Other governmental entities may contribute additional land to the wilderness parks as prescribed by Section 7.7 of the Laguna Laurel Agreement. In addition, pursuant to an amendment adopted in 2002, the Authority shall have the same duties and functions with regard to Aliso & Wood Canyons Wilderness Park as it does for Laguna Coast Wilderness Park.

IV. FUNCTIONS

The Authority prepared, in accord with the Laguna Laurel Option Agreement, the General Development and Resource Management Plans for Laguna Coast Wilderness Park, approved by the Board of Supervisors and Laguna Beach in 1998. Additionally, the Authority produced the Resource Management Plan for Aliso & Wood Canyons Wilderness Park which was approved by the Board of Supervisors in 2009.

The Authority shall be responsible for:

1. Monitoring wilderness parks operations to insure consistency with the adopted facilities and management plans;
2. Fostering volunteer assistance for activities within the wilderness parks;
3. Assisting in obtaining financial resources through grants or donations for future acquisition of property, facilities and operations of the wilderness parks; and
4. Recommending to the Board of Supervisors and the applicable City Council(s) the ownership interests and parcels to be purchased under the Laguna Laurel Agreement for Laguna Coast Wilderness Park by any entity.
5. Recommending to the Board of Supervisors the parcels to be acquired for Aliso & Wood Canyons Wilderness Park.

V. MEMBERSHIP

A. The Authority shall be comprised of the following:

1. One County official appointed by the Board of Supervisors, as a voting member;
2. One Laguna Beach City official, appointed by the City Council, as a voting member;

3. One Laguna Woods City official, appointed by the City Council, as a voting member;

4. One public individual selected by the Board of Supervisors with an interest and/or expertise in park management, as a voting member;

5. One public individual selected by majority vote of the Laguna Greenbelt, Inc., Laguna Canyon Conservancy, Inc., Village Laguna of Laguna Beach, Inc., and Laguna Canyon Property Owners Association or their successors, as a voting member; and

6. One non-voting member from the State Department of Fish and Game, at such time as the State contributes funds toward the Laguna Laurel acquisition.

7. One non-voting member, who shall be a City official, appointed by each City Council for the Cities of Irvine, Aliso Viejo, Laguna Hills, Laguna Niguel, and Newport Beach.

B. A non-voting City official shall become a voting member of the Authority at such time as property owned by his or her City is included within Laguna Coast Wilderness Park or Aliso & Wood Canyons Wilderness Park.

C. Each of the Authority members may designate alternate(s) who may represent the member in their absence. Each alternate shall be approved by the Board of Supervisors, or the City Councils, or entities listed in the foregoing section A-4 which is responsible for the appointment of the individual member for whom the alternate is to be designated.

VI. OFFICERS

A. Officers and Tenure: The officers of the Authority shall consist of a Chair, and a Vice-Chair.

B. Duties of Officers:

1. Chair. It shall be the duty of the Chair to preside at all meetings of the Authority, call special meetings when necessary, and perform all other duties of a presiding officer.

2. Vice-Chair. The Vice-Chair shall, upon request of the Chair, assist the Chair in his/her duties and the Vice-Chair shall perform the duties of the Chair in the event of the Chair's absence, or resignation, and while the office of Chair is vacant.

3. Other Officers. The Authority shall appoint such further and additional officers as the Authority may deem advisable, and shall prescribe the powers and duties of such additional officers.

C. Election of Officers.

1. Election of Officers. Election of officers shall be held annually in January. The term of each office shall be one year commencing from the date of the election in January. Each officer shall be elected by an affirmative vote of a majority of the voting members of the Authority.

2. Special Election. A special election may be called by a majority of the voting members of the Authority should any of the elected offices become vacant.

3. Ad hoc Chair. In the absence of the Chair and Vice-Chair, a majority of those members present may elect an ad hoc chair.

4. Recall. The Chair and/or the Vice-Chair of the Authority may be recalled from office by a 3/4 affirmative vote of all voting members serving on the Authority.

VII. EXECUTIVE DIRECTOR

A. The Executive Director shall be the Director of OC Parks or their successor and shall be responsible to the Board of Supervisors for the day-to-day normal departmental operations of the Wilderness Parks in accordance with the plan developed under Section 7.5 of the Laguna Laurel Agreement. The Executive Director may designate an alternate for the supervision of such

operations. The Executive Director or his designee shall exercise those powers given to him by the Board of Supervisors, and shall report to the Authority on a regular basis.

B. The Executive Director shall accurately record Authority action in the minutes, maintain and distribute these minutes, and include approval of the minutes as an agenda item for the next regular Authority meeting. The Executive Director shall assist in the preparation of the agenda and distribute the agenda for regular meetings to each member. The Executive Director shall attend to correspondence and other business as directed by the Chair, maintain files and attendance records. The Executive Director shall be responsible for giving notice of all meetings as may be required by the Ralph M. Brown Act.

VIII. ATTENDANCE, RESIGNATION AND CONDUCT

A. Notification of Absence: Members shall notify the Executive Director of intended absences in advance of the scheduled meeting. The Executive Director shall record all absences in the minutes of the Authority meeting.

B. Resignation. Any member may resign by providing written notice to the Executive Director. A new member shall be selected in accordance with Section A of Article V.

C. Authority members shall conduct themselves and their actions within Government Code Section 1090-1097 regarding conflicts and comply with the Political Reform Act of 1974, commencing with California Government Code Section 81000, and the Ralph M. Brown Act, Government Code Section 54950 et seq.

IX. LOCATION OF MEETINGS

The Authority shall hold all meetings within the boundaries of the Fifth Supervisorial District of Orange County. This limitation may be waived by unanimous consent of the voting members of the Authority if the subject of a meeting requires an examination of facts and data

outside of the Fifth District. The Authority shall make every effort to hold all meetings in such facilities and shall accommodate any member of the public wishing to attend.

X. SCHEDULE OF MEETINGS

A. The annual meeting of the Authority shall be the first regular meeting in January of each year.

B. Regular meetings of the Authority shall be held on the second Wednesday bimonthly at the hour of 3:00 P.M. If the date of any regular meeting falls upon a legal holiday, the meeting for that date shall take place on the third Wednesday at 3:00 P.M.

C. Regular meetings shall be held at the Laguna Woods City Hall, Laguna Beach City Hall, or such other place as the Authority shall designate.

D. Any meeting may be adjourned from time to time by the majority vote of the voting members of the Authority present.

E. Special meetings may be held as deemed necessary at the request of the Chair, or a majority of the voting members of the Authority. Notice of such special meetings shall be in accordance with the Ralph M. Brown Act.

XI. QUORUM

At any meeting of the Authority, a majority of the voting members of the Authority, to wit three (3) Authority voting members, shall constitute a quorum for the transaction of business. A majority of affirmative votes of the voting members of the Authority shall be required to take any action, except as provided herein by Section B of Article XIII.

XII. ORDER FOR BUSINESS

A. The Executive Director shall assist with the preparation of an agenda for each regular meeting of the Authority. No matters may be considered by the Authority unless they

appear on the agenda or fall within one of the exceptions set forth in Government Code Section 54954.2. Agenda items must be submitted in writing to the Executive Director at least seven (7) days prior to the meeting. The agenda shall be posted in accordance with Government Code Section 54954.2 at least 72 hours before any regular meeting. The agenda shall include an opportunity for members of the public to address the Authority on matters within the subject matter jurisdiction of the Authority. The Authority shall not, however, take action on such matters until they have been placed on the agenda.

B. Agenda items may be submitted to the Executive Director by Authority members, members of the Board of Supervisors of Orange County or County Departments and members of the City Councils of the Cities of Laguna Beach and Laguna Woods or City Departments of such cities.

C. An agenda packet shall consist of: an agenda, minutes of the previous meeting, related background materials and all correspondence received by and initiated by the Authority, and shall be delivered via email to each Authority member by the Executive Director at least five (5) days prior to the meeting.

XIII. CONDUCT OF MEETINGS

A. All persons addressing the Authority shall identify themselves by name and address, and shall address Authority members or other persons present through the Chair.

B. All Authority actions and recommendations shall be by motion, duly seconded and carried by an affirmative vote of a majority of the voting members of the Authority. Each member, or in the absence of a member, the member's designated alternate(s), shall have the right to one vote.

In the event there is no majority, dual reports and/or recommendations may be issued or provided to the Board of Supervisors and the City Councils.

C. The Authority shall conduct all proceedings in accordance with the Ralph M. Brown Act (Section 54950 et seq., California Government Code).

XIV. COMMITTEES

The Authority may establish such committees as it deems necessary to carry out the functions of the Authority. The committee members shall be appointed by the Chair including the officers of such committee and shall serve at the direction of the Chair.

XV. LOCATION OF PRINCIPAL PLACE OF BUSINESS

The principal place of business for the purpose of posting notices shall be at Orange County Hall of Administration, 10 Civic Center Plaza, Santa Ana, California 92702, or such other place as the Authority may direct.

XVI. NOTICES

All notices of the Authority shall be delivered personally to 13042 Old Myford Road, Irvine California, 92602 or by email to OCParks@ocparks.com.

XVII. AMENDMENTS OF BYLAWS

These bylaws may be recommended for amendment by three (3) affirmative votes of the voting members of the Authority at a regular meeting, subject to the approval of the Orange County Board of Supervisors and the Laguna Beach City Council.

###