

**REGIONAL STORMWATER PROGRAM
ASOTIN COUNTY, CITY OF ASOTIN, CITY OF CLARKSTON**

**STORMWATER ADVISORY GROUP
BY-LAWS**

ARTICLE I – AUTHORITY

The Regional Stormwater Program, representing Asotin County, City of Asotin, City of Clarkston, has elected to establish a Stormwater Advisory Committee, hereinafter referred to as the SWAG, to ensure that the views of the community are considered in the design, development and implementation of the Regional Stormwater Program, hereinafter referred to as the SW Program.

The Asotin County Board of Commissioners, Asotin City Council and Clarkston City Council hereinafter referred to as the Elected Officials, shall have ultimate authority over all actions of the SWAG.

ARTICLE II – PURPOSE/GOALS

The purpose of the SWAG is to assist the SW Program in the Public Involvement Plan for the design, development and implementation of the regional stormwater program to meet the requirements of the National Pollutant Discharge Elimination System (NPDES) Phase II Stormwater Permit (Phase II Permit). The SWAG will provide the means for communicating and disseminating information between their organizations and the SW Program. The SWAG shall be an *advisory* committee only. It is not intended to be a legislative or decision making body.

Specific goals and functions of the SWAG and SWAG representatives are:

- a. to provide input into the direction and philosophy of the SW Program
- b. to solicit constructive public input
- c. provide input and review on ordinances, stormwater utility and plans required by the Phase II Permit and to provide advisory recommendations to Elected Officials
- d. to increase the public's understanding of the SW Program
- e. to serve as liaison between SW Program and the organizations they represent
- f. to serve as a sounding board for members of their organizations and/or industries
- g. to keep their organizations informed of project developments and decisions regarding the SW Program

- h. to develop and maintain a *positive* line of communication with the organization and/or industries they represent
- i. to assist in early identification of issues related to the SW Program design, development and implementation, and assist in the resolution of said issues by recommending preferred alternatives to the Elected Officials
- j. to communicate project related suggestions and attitudes to SW Program

Nominees shall put personal interests aside and represent the concerns and goals of the organizations they represent. Nominees shall also respect the recommendations made by the SWAG and act in good faith regarding those recommendations.

ARTICLE III – MEMBERS

Section 1 – Number

Eligible members of the SWAG are identified below. The total membership shall not exceed twenty (20) members.

Section 2 – Eligibility

The following organizations or community groups are eligible for membership:

- Contractors/Builders (1)
- Engineers/Architects (2)
- Developers/Realtors (1)
- Landscapers (1)
- Resident at large – two from each entity (6)
- Schools (2)
- Nonprofit Group (1)
- Utility Company (1)
- Businesses – one from each entity (3)
- WSDOT (1)
- Port of Clarkston (1)

Section 3 – Appointing Procedure

The Elected Officials will make final selections to the SWAG from the list of nominees provided by the SW Program Executive Committee and from the at-large solicitation.

Section 4 - Term

The terms for all SWAG positions shall be one year. The continuation of the SWAG will be evaluated after one year and extended if deemed necessary and beneficial by the SW Program, SWAG members and Elected Officials.

Section 5 – Removal and Resignation

Members shall be subject to removal if:

- a. Any three consecutively scheduled SWAG meetings are missed.
- b. Personal views or conflicts of interest compromise the goals and views of the members' represented organizations.
- c. Affiliation with the represented organization or community group is terminated.

The Elected Officials shall determine, upon referral by the SWAG, when these criterion have been violated.

Members wishing to resign must do so in writing to the Elected Officials.

Section 6 – Vacancies

Vacancies will be filled by the appointment procedures outlined in Section 3 above.

ARTICLE IV – OFFICERS

Section 1 – Officers

The officers of the committee shall consist of a Chair and a Vice-Chair, which will be elected by the SWAG, per voting procedures.

The Chair will preside at meetings. The duties and responsibilities of the Chair shall include the following:

- a. Coordinate with SW Program to develop a written record of all SWAG meetings;

- b. Represent the SWAG at all Asotin County, City of Asotin and City of Clarkston public meetings concerning recommendations from the SWAG. A designee of the SWAG shall attend in the absence of the Chair.

The Vice-Chair will perform the duties of the Chair in his or her absence.

ARTICLE V – MEETINGS

Section 1 – Meetings

Meetings shall be held at the mutual discretion of the SWAG and SW Program. All meetings shall be open to the public.

Section 2 – Notice

The SW Program will coordinate the meeting agenda. The agenda will be mailed to members of the SWAG and the Elected Officials five days before the meeting. Every effort will be made to distribute a copy of the SWAG minutes to each member of the SWAG within five working days after the meeting.

Section 3 – Voting

When a vote is necessary, the matter shall be resolved by a simple majority of the membership present.

Section 4 – Resource Individuals

SW Program members will be present at SWAG meetings as resource individuals.

ARTICLE VI – RESOURCES

SW Program shall provide the SWAG with reasonable supplies and resources needed to perform the duties outlined in the by-laws.

ARTICLE VII – PARLIAMENTARY PROCEDURE

The SWAG shall use the current edition of Robert's Rules of Order Newly Revised in all cases that are not covered by these by-laws or any rules the SWAG may adopt.

ARTICLE VIII – AMENDMENT TO THE BY-LAWS

These by-laws may be amended by a vote of the SWAG at any meeting, provided that all members are notified in writing of the proposed amendment fourteen days prior to the meeting. Final


amendments are subject to the review and approval of the Elected Officials and SW Program.

CERIFICATION OF ADOPTION

These by-laws were approved by the SWAG membership on March 17, 2009.

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Chairs, Stormwater Advisory Committee

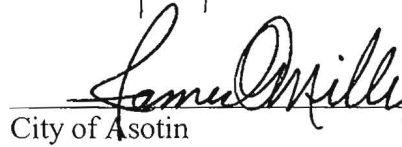
Date 3-17-09


City of Clarkston

Date April 21, 2009


Asotin County Commissioners

Date 3/23/09


City of Asotin

Date 3-23-09