

CITY OF RED BLUFF

MEASURE S OVERSIGHT COMMITTEE

BYLAWS

ARTICLE I. NAME AND AUTHORITY

Section 1.01. Name.

The name of this body shall be the City of Red Bluff Measure S Oversight Committee ("Committee").

Section 1.02. Authority.

The Committee is established pursuant to Measure S, the Street Safety, Maintenance and Road Tax Citizen Initiative approved by the voters of the City of Red Bluff on June 2, 2026.

Section 1.03. Purpose.

The purpose of the Committee is to provide independent public oversight regarding the expenditure of Measure S revenues and implementation of the Measure S Expenditure Plan.

ARTICLE II. PURPOSE, DUTIES, AND RESPONSIBILITIES

Section 2.01. Advisory Body.

The Committee shall serve solely in an advisory capacity to the City Council and shall not exercise administrative, operational, or policy-making authority.

Section 2.02. Duties.

The Measure S Oversight Committee shall:

- a. Review the annual independent fiscal audit of Measure S revenues and expenditures;
- b. Review expenditures for consistency with the Measure S Expenditure Plan and voter-approved uses of funds;
- c. Review the status of projects and programs funded through Measure S revenues;
- d. Monitor implementation of the projects and programs identified in the Expenditure Plan;
- e. Prepare and issue an annual report to the citizens of Red Bluff regarding the Committee's findings concerning compliance with Measure S and the Expenditure Plan;
- f. Make recommendations to the City Council regarding implementation of the Expenditure Plan; and
- g. Promote transparency and accountability regarding Measure S expenditures.

Section 2.03. Limitations.

The Measure S Oversight Committee shall not:

- a. Direct City of Red Bluff staff;
- b. Approve contracts, expenditures, budgets, or projects;
- c. Participate in procurement decisions;
- d. Modify the Measure S Expenditure Plan; or
- e. Exercise authority delegated to the City Council or City Manager.

ARTICLE III. MEMBERSHIP

Section 3.01. Membership.

The Measure S Oversight Committee shall consist of five (5) members appointed by the City Council.

Section 3.02. Eligibility.

Members shall be residents, business owners, or property owners located within the City of Red Bluff.

Section 3.03. Representation Requirements.

At all times, the Measure S Oversight Committee shall include:

- a. At least one resident of the City;
- b. At least one business owner within the City; and
- c. At least one property owner within the City.

A member may satisfy more than one category if applicable.

Section 3.04. Ineligible Persons.

The following persons shall be ineligible for appointment to the Measure S Oversight Committee:

- a. Members of the Red Bluff City Council;
- b. Members of the Tehama County Board of Supervisors;
- c. Employees of the City of Red Bluff; and
- d. Employees of the County of Tehama.

Section 3.05. Term of Office.

Members shall serve staggered four-year terms except that the initial appointments shall be made as follows:

- Two members shall serve an initial three-year term.
- Two members shall serve an initial two-year term.
- One member shall serve an initial one-year term.

Members may be reappointed without limitation unless otherwise directed by the City Council.

Section 3.06. Vacancies.

Vacancies shall be filled by the City Council for the remainder of the unexpired term in a manner that preserves the membership composition requirements established by Measure S.

Section 3.07. Removal.

Members may be removed by the City Council for cause including:

- a. Loss of eligibility;
- b. Failure to attend two consecutive regular meetings without prior consent of the Chair;
- c. Violation of applicable ethics or conflict-of-interest laws; or
- d. Conduct detrimental to the orderly operation of the Committee.
- e. Not completing required training or filing of Form 700's.

ARTICLE IV. OFFICERS

Section 4.01. Officers.

The officers of the Committee shall consist of a Chair and Vice Chair.

Section 4.02. Election.

Officers shall be elected annually by majority vote of the Committee at the first regular meeting following January 1 of each year.

Section 4.03. Duties of the Chair.

The Chair shall:

- a. Preside over meetings;
- b. Maintain order during meetings; and

c. Serve as the Committee's primary liaison with City staff.

Section 4.04. Duties of the Vice Chair.

The Vice Chair shall perform the duties of the Chair during the Chair's absence or inability to serve.

ARTICLE V. MEETINGS

Section 5.01. Regular Meetings.

The Committee shall meet not less than quarterly and may establish an annual meeting schedule.

Section 5.02. Special Meetings.

Special meetings may be called by the Chair or by a majority of the Committee in accordance with the Brown Act.

Section 5.03. Brown Act Compliance.

All meetings shall comply with the California Ralph M. Brown Act.

Section 5.04. Quorum.

Three members shall constitute a quorum.

Section 5.05. Voting.

Actions of the Committee shall require an affirmative vote of a majority of members present, provided a quorum exists.

Section 5.06. Rules of Order.

Proceedings shall be conducted in accordance with generally accepted parliamentary procedures outline in Rosenberg's Rules of Order and City meeting practices.

ARTICLE VI. STAFF SUPPORT

Section 6.01. Staff Liaison.

The City Manager shall designate staff to provide administrative support to the Committee.

Section 6.02. Information Requests.

Requests for information or reports shall be directed through the designated staff liaison.

ARTICLE VII. ETHICS AND CONFLICTS OF INTEREST

Section 7.01. Compliance with Law.

Members shall comply with all applicable provisions of state law and City policies regarding ethics and conflicts of interest.

Section 7.02. Financial Interests.

Members shall disclose financial interests as required by law and abstain from participation in matters in which they have a disqualifying financial interest. Members shall be required to file Form 700's with the Fair Political Practices Commission.

Section 7.03. Training.

Members shall complete ethics and Brown Act training as requested by the City within 180 days of appointment.

ARTICLE VIII. ANNUAL REPORT

Section 8.01. Annual Report.

The Committee shall prepare and present an annual report to the City Council and the citizens of Red Bluff regarding:

- a. Annual Measure S revenues received;
- b. Annual expenditures;
- c. Progress on projects identified in the Expenditure Plan;
- d. Results of the independent fiscal audit; and
- e. Findings regarding compliance with Measure S requirements.

ARTICLE IX. AMENDMENTS

Section 9.01. Amendment Authority.

These bylaws may be amended by the City Council provided that no amendment shall conflict with the provisions of Measure S or diminish the powers, duties, membership requirements, or accountability provisions established by the voter-approved initiative.

Section 9.02. Committee Recommendation.

The Committee may recommend amendments to these bylaws to the City Council for consideration.