

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

775



FROM: Executive Office

SUBMITTAL DATE:
May 16, 2016

SUBJECT: Resolution No. 2016-099, Approval of the By-laws of the Coachella Valley Animal Campus Commission [District 4]; [\$0].

RECOMMENDED MOTION: That the Board of Supervisors adopt Resolution 2016-099, Approval of the By-laws of the Coachella Valley Animal Campus Commission.

BACKGROUND:

Summary

On April 13, 2004, agenda item 3.4, the Board of Supervisors adopted Resolution No. 2004-135, creating the Coachella Valley Animal Campus Commission. The animal campus provides sheltering services for the Coachella Valley cities of: Cathedral City, Coachella, Desert Hot Springs, Indian Wells, Indio, La Quinta, Palm Desert and Rancho Mirage. It also serves the unincorporated areas of the Coachella Valley. The Commission is responsible for providing recommendations on the efficient operation of the facility and is composed of representatives appointed by each member agency, as well as the County of Riverside, the Riverside County Palm Desert Financing Authority, the Coachella Valley Association of Governments and the non-profit group Animal Samaritans.

(Continued on page 2)

Jennifer L. Sargent

Jennifer L. Sargent
Principal Management Analyst

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 0	\$ 0	\$ 0	\$ 0	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$	\$	\$	\$	

SOURCE OF FUNDS: N/A	Budget Adjustment: No
	For Fiscal Year: 2015/16

C.E.O. RECOMMENDATION:

APPROVE
BY: *Ivan M. Chand*
Ivan M. Chand 5/18/2016

County Executive Office Signature

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Jeffries, seconded by Supervisor Ashley and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Tavaglione, Washington, Benoit and Ashley
Nays: None
Absent: None
Date: May 24, 2016
xc: E.O., Commission, COBma

Kecia Harper-Ihem
Clerk of the Board
By: *Kecia Harper-Ihem*
Deputy

Prev. Agn. Ref.: 3.4 on 4/13/2004 | District: 4 | Agenda Number:

3-26

FORM APPROVED COUNTY COUNSEL
BY: *Marsha L. Victor* 5/18/16
DATE
MARSHA L. VICTOR

Departmental Concurrence

- A-30
- Positions Added
- 4/5 Vote
- Change Order

SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA
Executive Office
Resolution No. 2016-099, Approval of the By-laws of the Coachella Valley Animal Campus Commission
[District 4]; [\$0].
May 16, 2016
PAGE: 2 of 2

The Board of Supervisors is the designated review body, pursuant to Board Policy A-21, Adopting Uniform Rules and Procedures for Advisory Committees, Boards and Commissions of the County of Riverside.

Impact on Citizens and Businesses

Approving the by-laws of the Coachella Valley Animal Campus Commission will ensure effective communication between commissioners, increasing the likelihood animal sheltering needs for the Coachella Valley will be met while enhancing public safety by reducing the stray animal population and suppressing the spread of rabies.

Fiscal Information

None

ATTACHMENT

Resolution No. 2016-099
Coachella Valley Animal Campus By-laws

2
3 RESOLUTION NO. 2016 - 099

4
5 A RESOLUTION OF THE BOARD OF SUPERVISORS OF
6 THE COUNTY OF RIVERSIDE APPROVING THE BY-LAWS OF THE
7 COACHELLA VALLEY ANIMAL CAMPUS COMMISSION

8
9 WHEREAS, the Coachella Valley Animal Campus Commission was created on April 13,
10 2004 by County of Riverside Resolution No. 2004-135 to provide recommendations regarding the
11 operation of the Coachella Valley Animal Campus; and

12 WHEREAS, it was resolved that the Coachella Valley Animal Campus adopt by-laws for
13 its governance in accordance with Riverside County Resolution 94-225, superseded by Board Policy A-
14 21, Resolution No. 2005-148, Adopting Uniform Rules and Procedures for Advisory Committees, Boards
15 and Commissions of the County of Riverside; and

16 WHEREAS, the proposed by-laws of the Coachella Valley Animal Campus Commission
17 were considered at a regularly scheduled Coachella Valley Animal Campus Commission meeting on
18 March 10, 2016; and

19 WHEREAS, the Coachella Valley Animal Campus Commission By-laws were
20 unanimously approved by the Commission members; and

21 WHEREAS, the Coachella Valley Animal Campus Commission is requesting that the
22 Board of Supervisors for the County of Riverside, State of California also approve the by-laws;

23 NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of
24 Riverside, in regular session assembled on May 24, 2016, in the meeting room of the Board of
25 Supervisors located on the 1st floor of the County Administrative Center, 4080 Lemon Street, Riverside,
26 California, that the By-laws of the Coachella Valley Animal Campus Commission are approved.

27 ROLL CALL:

28 Ayes: Jeffries, Tavaglione, Washington, Benoit and Ashley

Nays: None

Absent: None

05.24.16 3-26

The foregoing is certified to be a true copy of a resolution duly adopted by said Board of Supervisors on the date therein set forth.

KECIA HARPER-JENEM, Clerk of said Board

By:  Deputy

FORM APPROVED COUNTY COUNSEL
BY:  5/18/16
MARSHAL VICTOR DATE

COACHELLA VALLEY ANIMAL CAMPUS COMMISSION BY-LAWS

ARTICLES

- I OFFICE CREATED
- II PURPOSE AND INTENT
- III MEMBERSHIP – APPOINTMENT
- IV SELECTION OF COMMISSIONER
- V ALTERNATE COMMISSIONER
- VI TERM OF OFFICE
- VII VACANCIES
- VIII REMOVAL FROM OFFICE
- IX DUTIES AND POWERS
- X COMMISSION SUBJECT TO RALPH M. BROWN ACT
- XI PARLIAMENTARY AUTHORITY
- XII QUORUM
- XIII AGENDA
- XIV DECORUM
- XV ORDER OF MEETINGS
- XVI MOTIONS
- XVII ADJOURNED MEETINGS
- XVIII SPECIAL MEETINGS
- XIX EDUCATIONAL SESSION – WORKSHOPS
- XX COMMITTEES OF ANIMAL CAMPUS COMMISSION
- XXI MEETINGS AND ACTIONS OF COMMITTEES
- XXII FEES AND COMPENSATION OF COMMISSIONERS
- XXIII ATTENDANCE AT MEETINGS
- XXIV PERSONNEL
- XXV MEETING LOCATION
- XXVI PRINCIPAL TERRITORY
- XXVII EXTENSION OF SERVICE
- XXVIII REMOVAL FROM MEETINGS
- XXIX AMENDMENTS TO BYLAWS
- XXX SEVERABILITY AND INVALIDITY
- XXXI CONFLICT OF INTEREST CODE

ARTICLE I: OFFICE CREATED

There is established a commission to be known as the "Coachella Valley Animal Campus Commission" (hereinafter "Animal Campus Commission").

ARTICLE II: PURPOSE AND INTENT

The purpose of the Animal Campus Commission is to provide direct input into the operation of the Coachella Valley Animal Campus to create a community of no more homeless, unwanted, or lost animals. The Animal Campus Commission pledges to the community to:

- A. Foster a caring environment of respect, responsibility and compassion for all;
- B. Provide humane sheltering;
- C. Provide education to undertake and collaborate with Animal Samaritans and other animal welfare organizations for educational programs for the care and treatment of animals;
- D. Reunite pets and owners;
- E. Promote an aggressive adoption campaign; and
- F. Promote vigorous spay/neuter programs within the Coachella Valley.

ARTICLE III: MEMBERSHIP – APPOINTMENT

The Animal Campus Commission shall consist of one (1) elected official appointed by the respective City Council of each signatory city, known as a commissioner. The County Supervisor the Fourth District, or their designee, shall serve until his/her successor has been appointed by the Board of Supervisors. Voting Membership is limited to a County representative and the representatives of a city contracted with the County of Riverside Department of Animal Services.

Ex-officio membership may be granted to, or removed from, a community organization by commission action. Ex-officio members serve voluntarily and do not have the right to vote. The President of Animal Samaritans SPCA, Inc. or his/her designee, Friends of the Palm Springs Animal Shelter and Palm Springs Animal Control shall also serve on the Animal Campus Commission in an ex-officio capacity.

ARTICLE IV: SELECTION OF CHAIRPERSON AND VICE-CHAIRPERSON

The Animal Campus Commission shall elect a chair and a vice-chair at its first meeting and thereafter at the regular meeting of the Animal Campus Commission held in January of each succeeding year.

A Chairperson and Vice-Chairperson shall be elected annually by the Animal Campus Commission at its first meeting, and annually thereafter, to serve a term of one (1) year, or until the election of a successor.

- A. Chairperson. A chairperson shall preside at meetings of the Animal Campus Commission and exercise and perform such other powers and duties as may be, from time to time, assigned to

him/her by the Animal Campus Commission. The Chair shall serve as an ex-officio member of all committees of the Animal Campus Commission.

- B. Vice Chairperson. In the absence or disability of the Chairperson, the Vice Chairperson, as designated by the Animal Campus Commission, shall perform all duties of the Chairperson, and when so acting shall have all the powers of, and be subject to all the restrictions upon the Chairperson. The Vice Chairperson shall have such other powers and perform such other duties as from time to time may be prescribed for them respectively by the Animal Campus Commission or the Chairperson.

ARTICLE V: ALTERNATE COMMISSIONER

In addition to the commissioners referenced in ARTICLE III, an alternate member for each jurisdiction shall be appointed by the respective City Council of each signatory city and may be an elected official/or city appointed representative with voting powers from the signatory jurisdiction. The Alternate Commissioner shall only serve as a board member in the absence of the regular member. In such an absence, the alternate board member shall have all rights and privileges of voting as a regular member. All alternate board members shall complete the conflict of interest documents as required by regular board members.

ARTICLE VI: TERM OF OFFICE

Animal Campus commissioners shall serve until the earlier of:

- A. Their office becomes vacant pursuant to ARTICLE VII;
- B. They are removed from office pursuant to ARTICLE VIII;
- C. Their office becomes vacant due to said commissioner vacating their elected office.

ARTICLE VII: VACANCIES

A vacancy on the Animal Campus Commission is the responsibility of the affected member jurisdiction of which there is no representation on the Animal Campus Commission. When the death or resignation of any commissioner occurs, the Animal Campus Commission Chair shall ask that another appointment be made.

ARTICLE VIII: REMOVAL FROM OFFICE

The County Board of Supervisors and the City Councils of the member jurisdictions may remove their respective member of the Animal Campus Commission from office at any time during his/her term, provided that a respective replacement commissioner is appointed by said County Board of Supervisors or City Councils.

ARTICLE IX: DUTIES AND POWERS

The Animal Campus Commission shall have the following duties and powers:

- A. Establish Mission Statement for the Animal Campus Commission;
- B. Establish the date, time, and place of regular meetings of the Animal Campus Commission ;
- C. Review and recommend a budget for the Animal Campus Commission;
- D. Recommend policies for the operation of the Animal Campus, receive public comments, and respond to complaints;
- E. Establish policies and Administrative Regulations for responding to complaints; such Policies and Administrative regulations shall include referring complaints to the Director of Animal Services as deemed necessary;
- F. Notify member jurisdictions of vacancies on the Animal Campus Commission;
- G. Advise Riverside County Department of Animal Services when amending any ARTICLES of this Chapter or repealing this Chapter in its entirety; and the Animal Campus Commission shall maintain current by-laws at all times;
- H. Appoint committees of the Animal Campus Commission or the members of these committees and fill any vacancies on any committee;
- I. Observe Conflict of Interest Code; and
- J. Undertake such activities as may be necessary in order to support animal control services within the serviced cities and unincorporated areas of the county and otherwise act in an advisory capacity for the Department of Animal Services.

ARTICLE X: COMMISSION SUBJECT TO RALPH M. BROWN ACT

The Commission shall provide for its regular, adjourned regular and special meetings and such further meetings as the signatory cities may reasonably request depending upon the pressures of business. The dates, hour and place of any regular meeting shall be filed with each of the parties hereto. All meetings of the Animal Campus Commission shall comply with and be held in accordance with the provisions of the Ralph M. Brown Act as it presently exists or may be from time to time amended, commencing with section 54950 of the California Government Code. Minutes of the meetings of the Commission shall be maintained and copies of the same filed with the Riverside County Clerk of the Board, Department of Animal Services and the Clerk of the signatory cities. Public Notice of these meetings shall be required.

1. All meetings of the Animal Campus Commission shall be open and public and are subject to the Brown Act (Government Code section 54950 et. seq.), as may be amended from time to time.
2. All meetings of the Animal Campus Commission shall be audio recorded by the Secretary for the purpose of producing the official, written minutes of the Commission.
3. Meeting notices shall be posted by the Secretary of the Coachella Valley Animal Campus Commission in the manner required under the Brown Act.
4. Any item of business on an agenda of the Animal Campus Commission that is not considered at that meeting shall be: (1) continued to the next scheduled meeting of the Commission; (2)

adjourned to a date and time as designated by the Commission; or (3) removed from the agenda by the member submitting the item, or by approval of the Commission.

5. As provided under the Brown Act, meetings of the Animal Campus Commission may be adjourned by either less than a quorum of members or by the Secretary when all members are absent.

ARTICLE XI: PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall be the parliamentary authority for all matters not specifically covered in these by-laws, or standing rules, and will be used as a general guide for the conduct of the commission meetings.

ARTICLE XII: QUORUM

A majority of the authorized number of commissioners shall constitute a quorum for the transaction of business, except to adjourn as provided in ARTICLE XVII. Every act or decision done or made by a majority of the commissioners present at a meeting duly held at which a quorum is present shall be regarded as the act of the Animal Campus Commission. A meeting at which a quorum is initially present may continue to transact business, notwithstanding the withdrawal of commissioners, if action taken is approved by at least a majority of the required quorum for that meeting.

ARTICLE XIII: AGENDA

- A. An agenda for each meeting of the Animal Campus Commission shall be prepared by the County Department of Animal Services Director or his/her designee;
- B. Any Commission member and/or County staff may submit an item for the agenda in accordance with the Brown Act.
- C. Agenda items shall be submitted to the Secretary of the Animal Campus Commission no later than noon (12 p.m.) on Thursday of the week preceding the meeting, unless a County holiday necessitates moving the agenda deadline to an earlier time and date fixed by the Secretary.
- D. The Animal Campus Commission shall take no action or discuss any item not appearing on the posted agenda. Members may briefly respond to statements made or questions posed by persons exercising their public testimony rights. Commission members may, on their own initiative ask clarifying questions, refer a matter to staff or other resource for factual information to be presented at a subsequent meeting; scheduled and noticed on a future agenda by the Secretary.
- E. Notwithstanding Section C, above, any item not on the agenda may be considered by the Animal Campus Commission, in accordance with the Brown Act, by affirmative vote of a quorum under the following conditions (Commission must identify the condition before discussion begins)
 - a. Upon determination that an emergency situation exists or,

- b. Upon determination that there is an urgent need to take immediate action and the need for action came to the attention of the Animal Campus Commission after the agenda was posted or,
 - c. The item was previously posted for a meeting, and was held no more than five (5) days earlier, and at the prior meeting the item was continued to the meeting at which action is being taken.
- F. There shall be attached to each agenda a report of matters pending action by the Animal Campus Commission.

ARTICLE XIV: DECORUM

The chairperson shall maintain decorum, focus and civil discourse in the conduct of public business while a meeting is called to order. A member called out of order by the Chairperson shall relinquish the floor unless it is appealed to the Commission.

ARTICLE XV: ORDER OF MEETINGS

The order of business of the Animal Campus Commission shall be as follows:

1. The Chairperson shall take the chair precisely at the hour appointed for the meeting and shall immediately call the Animal Campus Commission to order;
2. Commissioners present and absent shall be recorded;
3. Staff shall be asked for any updates on the agenda;
4. The minutes of any preceding Animal Campus Commission meeting shall be submitted for approval, and approved or rejected by a motion, a second, and an affirmative vote of the Commissioners;
5. Staff Reports shall be presented;
6. The Animal Campus Commission shall then hear, including public comment on those items on the agenda as dictated in the following section, and the Commission shall act on the agenda item;
7. The Chairperson shall ask whether any member of the audience wishes to comment on any matter which is not listed on the agenda;
 - a. The Chairperson shall advise the audience of the procedures to be followed at the meeting;
 - i. Persons presenting testimony to the Animal Campus Commission shall be asked to give their name for the record;
 - ii. All public speakers will be allowed three minutes to speak and time-keeping will be maintained by the Commission Secretary.
 - iii. Speaker cards will be made available and public wishing to speak should fill out a speaker card prior to speaking.
 - iv. If there are numerous people in the audience who wish to speak on the issue, and it is known that all represent the same opinion, a spokesperson should be selected to speak for the entire group. The spokesperson shall have the opportunity to

address the Animal Campus Commission for a reasonable length of time, presenting a complete case;

- v. To avoid unnecessary cumulative evidence, the Chairperson may limit the time of testimony on a particular issue;
- vi. Irrelevant and abusive comments by witnesses or commissioners and off-subject comments shall be ruled out of order;
- vii. No person shall address the Animal Campus Commission without first securing the permission of the Chairperson to do so;

- b. No person shall address the Animal Campus Commission without first securing the permission of the Chairperson to do so;

8. Adjournment.

ARTICLE XVI: MOTIONS

A. Voting Requirements.

- 1. A quorum shall consist of a majority of the authorized number of commissioners;
- 2. An affirmative vote of the majority of the quorum is necessary for the Animal Campus Commission to take action;
- 3. When a commissioner abstains from voting on any matter before the Animal Campus Commission, that vote shall not constitute nor be considered as either a vote in favor of or in opposition to the matter being considered. Abstentions should only be used where there is an actual or potential conflict of interest. A tie vote shall constitute no action. Such final tie votes shall be referred to the County Board of Supervisors.

B. In the event a dispute arises concerning the conduct and/or procedural matters not specifically addressed herein, the Chairperson or the Vice Chairperson, in the Chairperson's absence, may resolve and otherwise rule on matter(s). The Chairperson or Vice Chairperson's decision may be overruled by an appropriate carried motion.

C. Procedure with respect to motions shall be:

- a. Once a motion is before the Animal Campus Commission, no other motion may be considered until the active motion has been seconded, and voted on. An active motion may be substituted or amended prior to the vote based on the Commission deliberations. Actions include:
 - i. To adopt and approve the motion, or
 - ii. To continue the motion to a certain date, or
 - iii. To direct staff on the matter, and continue the motion to a later date for consideration, or
 - iv. To amend the motion, or
 - v. To postpone indefinitely/ "table" the motion

- b. When a motion is seconded, the second shall be stated by the Chairperson and a vote taken;
- D. Procedure with respect to voting:
 - a. A vote of a quorum of members shall be necessary for the transaction of business, except that a quorum is not necessary to adjourn the meeting to a specified time and place.
 - b. An abstention by any member casts no vote, and shall not be considered for purposes of determining whether an affirmative action was taken by the Commission.
 - c. Recording of Votes. The minutes of the Animal Campus Commission's proceedings shall show the vote of each commissioner, including if they were absent or failed to vote on a matter considered.
- E. Disqualification from Voting: A commissioner shall disqualify himself/herself from voting in accordance with applicable state law. When a person disqualifies himself/herself, he/she shall state prior to the consideration of such matter by the Animal Campus Commission that he/she is disqualifying himself/herself due to a possible conflict of interest and shall then leave the voting area before discussion begins. The member shall describe the nature of the conflict in a manner so as to be easily understood by the public.
- F. Additional Information: The commissioners shall advise the balance of the Animal Campus Commission with regard to the content of any outside contact with third parties, which contact was related to an item before the Animal Campus Commission. Such contacts and their content should be disclosed to the balance of the Animal Campus Commission before the Animal Campus Commission takes action on the items to which the contact relates. This excludes contact with staff, county counsel, or city attorneys.

ARTICLE XVII: ADJOURNED MEETINGS

A majority of the commissioners present, whether or not constituting a quorum, may adjourn any meeting to another time and place. Notice of the time and place of holding an adjourned meeting need not be given, unless the meeting is adjourned for more than twenty-four (24) hours, or a matter before the Animal Campus Commission constitutes a public hearing, in which case notice of the time and place shall be given before the time of the adjourned meeting.

ARTICLE XVIII: SPECIAL MEETINGS

Special meetings of the Animal Campus Commission may be held at any time upon the call of the Chairperson, Vice Chairperson or by five (5) voting members of the Animal Campus Commission or upon request of the County Board of Supervisors or of a City Council of a signatory jurisdiction. Notice of the time and place of special meetings shall be given to each commissioner by one of the following methods: (a) by personal delivery of written notice; (b) by first-class mail; (c) by telephone communication, either directly to the commissioner or to a person at the commissioner's office who would reasonably be expected to communicate such notice promptly to the commissioner or (d) by electronic mail. Notices sent by first-class mail shall be deposited into a United States mail box at least

forty-eight (48) hours before the time set for the meeting. Notice shall also be given to the press at least forty-eight (48) hours before the time set for the meeting. The notice shall also specify the purpose of the meeting, and the place and time of the meeting.

ARTICLE XIX: EDUCATIONAL SESSION – WORKSHOPS

- A. The Animal Campus Commission may be convened as a whole or as a committee of the whole in the same manner as prescribed for the calling of a special meeting for the purpose of holding an educational session provided, that no official action shall be taken and no quorum shall be required.
- B. Educational sessions shall be open to the public.

ARTICLE XX: COMMITTEES OF ANIMAL CAMPUS COMMISSION

- A. The Animal Campus Commission may, by a majority of the vote of the commissioners, designate one or more committees, each consisting of a maximum of three (3) commissioners, should commissioners be appointed to said committee, to serve at the pleasure of the Animal Campus Commission. Subject to limitations set forth in this ARTICLE, any committee, to the extent provided by the Animal Campus Commission, shall have all the authority of the Animal Campus Commission, except that no committee may:
 - 1. Fill any vacancies on any committee;
 - 2. Amend or repeal any resolution of the Animal Campus Commission or the members of these committees;
 - 3. Appoint any other committees of the Animal Campus Commission or the members of these committees;
- B. There shall be no permanent ad hoc committees.
- C. Responsibilities and objectives of any committee shall be specified at the time of the creation of the committee.
- D. Committees shall be dissolved upon the request of the Chairperson of the Animal Campus Commission with the concurrence of a majority vote of the Animal Campus Commission.

ARTICLE XXI: MEETINGS AND ACTIONS OF COMMITTEES

Meetings and actions of committees shall be governed by, and taken in accordance with, the provisions of this Chapter, concerning meetings of commissioners, with such changes in the context as are necessary to substitute the committees and its members for the Animal Campus Commission and its members. The Animal Campus Commission retains the authority to set the time for regular meetings of committees. Special meetings of committees may also be held by resolution of the Animal Campus Commission. Notice of special meetings or committees shall also be given to any and all alternate members, who shall have the right to attend all meetings of any committee. The Animal Campus Commission may adopt rules for the governing of any committee not inconsistent with the provisions of this Chapter.

ARTICLE XXII: FEES AND COMPENSATION OF COMMISSIONERS

Commissioners and committee members shall not receive compensation for their services. Reimbursement for expenses may be determined by resolution of the Animal Campus Commission.

ARTICLE XXIII: ATTENDANCE AT MEETINGS

Commissioners, and/or alternates are expected to attend all scheduled meetings. If a commissioner fails in this performance, the Mayor of the affected member jurisdiction will be notified.

ARTICLE XXIV: PERSONNEL

The Animal Campus Commission may request from the county such personnel as may be necessary to carry out the duties of the Animal Campus Commission, as provided by the contracts with the member jurisdictions.

ARTICLE XXV: MEETING LOCATION

The principal permanent office for the transaction of the business of the Animal Campus Commission is located at 72-050 Pet Land Place, Thousand Palms, California, 92276. The commissioners may change the principal office from one location to another for meeting purposes. Notice shall be provided for any change of location for meeting purposes in accordance with the Brown Act.

ARTICLE XXVI: PRINCIPAL TERRITORY

The primary territory covered by the Animal Campus Commission shall be the jurisdictions including Cathedral City, Coachella, Desert Hot Springs, La Quinta, Rancho Mirage, Indian Wells, Indio, Palm Desert and the Unincorporated Areas of the Coachella Valley, but nothing herein is intended to restrict the activities of the Animal Campus Commission to any other territory.

The service area of the Animal Campus Commission may be extended to other geographic areas by service contract between the County and the jurisdiction to be served, provided the Animal Campus has capacity to provide such services and that such services are not subsidized by the members of the Animal Campus Commission.

ARTICLE XXVII: EXTENSION OF SERVICE

The Animal Campus Commission shall advise the County of Riverside in matters pertaining to extending the County of Riverside's animal control services to other jurisdictions under the following circumstances and exclusive procedures:

- A. Extension of service area: Any governmental agency empowered by law to perform animal control services may join the Animal Campus provided said public agency enters into a "Coachella Valley Animal Campus Contract for Animal Shelter Services" with the County of Riverside. Should any new public agency enter into a contract for animal shelter services, said public agency shall be deemed a signatory city for all purposes pursuant to the provisions in this Chapter. Any such public agency desiring to join the Animal Campus shall present to the County of Riverside and the Animal Campus Commission a resolution of its governing body expressing that desire. In no event, shall such animal shelter services for a new participating public agency be subsidized by any existing member public agencies of the Animal Campus Commission. Should a new public agency be added as a member of the Animal Campus Commission, said public agency shall be accorded full rights and assume full duties under the provisions contained in this Chapter.
- B. Number of Animal Campus Commissioners: If the service area of the Animal Campus is extended or reduced pursuant to subsection A above, the number of Animal Campus commissioners and alternate commissioners shall be adjusted to reflect the new member public agency and provided in accordance with the provisions of this Chapter.

ARTICLE XXVIII: REMOVAL FROM MEETINGS

Consistent with Board Policy A-2, as may be amended from time to time in the conduct of county business, the chairperson shall order removed from the meeting room any person who commits the following acts in respect to a regular or special meeting of the commission:

- (1) Disorderly, contemptuous or insolent behavior toward the commission group, any member thereof, or staff, that disrupts the orderly course of such meeting; or,
- (2) A breach of the peace, boisterous conduct, or violent disturbance that disrupts the orderly course of such a meeting; or
- (3) Disobedience of any lawful order of the chairperson, which shall include an order to be seated, or to refrain from addressing the commission group and which disrupts the orderly course of the meeting; or
- (4) Any other unlawful interference or disruption with the orderly course of such a meeting. Any person so removed shall be excluded from further attendance at the meeting from which they are removed, unless permission to attend is granted by a motion adopted by a majority of the commission group.

ARTICLE XIX: AMENDMENTS TO BY-LAWS

These by-laws may be amended from time to time upon approval by the majority of the membership of the Animal Campus Commission. The approved by-laws will then be presented to the County of Riverside Board of Supervisors as required by Board Policy A-21.

ARTICLE XX: SEVERABILITY AND INVALIDITY

If any provision of these bylaws or any amendment hereto is found to be in violation or in conflict with any County or participating City ordinance, resolution, or policy or to be invalid, void or unenforceable by any court of competent jurisdiction, the remaining provisions shall nevertheless continue in full force and without being impaired or invalidated in any way, and shall be in effect only to the extent that it is in contravention of applicable ordinance, resolution, policies, or laws without invalidating the remaining provisions.

ARTICLE XXI: CONFLICT OF INTEREST CODE

Each member of the Commission shall disclose in advance any financial interest the member has or may acquire on any item pending before the Animal Campus Commissions for discussion or action. When required, all members of the Animal Campus Commission shall complete the Conflict of Interest Form 700 of the Fair Political Practices Commission (FPPC) entitled "Statement of Economic Interests for Designated Officials and Employees" in accordance with the requirements of the FPPC and in accordance with the Conflict of Interest Code adopted by the Animal Campus Commission.