

## EXHIBIT A

### BYLAWS OF THE CITY OF OROVILLE MEASURE U CITIZENS' OVERSIGHT COMMITTEE

1. **Name:** There is hereby established the City of Oroville Transactions and Use Tax Oversight Committee (hereafter referred to as "Citizens Oversight Committee" or "Committee").
2. **Term of Committee:** The Committee shall automatically terminate and disband 90 days after the end of the fiscal year in which all Measure U tax revenues are expended.
3. **Powers, Duties and Responsibilities:** The Committee shall act in advisory capacity to the City Council with no express authority or power to act on behalf of the City. To carry out its stated purpose the Committee shall perform the following duties:
  - a) Review schedules and lists of proposed projects and programs to be funded with Measure U revenues, prioritize projects and programs, make recommendations to City Council.
  - b) Periodically (at least quarterly) review revenue, expenditure and other related reports and information produced by staff regarding Measure U; and provide recommendation to City Council on whether revenues were collected and expended as approved in an effective and efficient manner.
  - c) Review annual independent accountant's audit report on Measure U revenues and expenditures and provide appropriate recommendations to the City Council.
  - d) In order to preserve the integrity and independence of the oversight process, Committee members shall not play a role in contracting or project management for projects funded through revenue from Measure U.
4. **Composition of Members:** Citizens' Oversight Committee shall consist of nine (9) members selected at-large from a pool of citywide applicants that reside in or own a business in the City Limits of Oroville and two (2) Council Members.
5. **Term of Members:** Of the members of the Committee first appointed, five (5) shall be appointed for terms of four (4) years and four (4) for terms of two (2) years. No member shall serve for a term exceeding eight (8) consecutive years. Following initial appointment all future appointments will be for a duration of four (4) years. City Council appointees shall serve at the pleasure of the Council.

6. **Eligibility and Requirements for Membership:** All members of Citizens' Oversight Committee shall meet the following requirements:
  - a) Attend and participate in quarterly meetings, missing no more than two (2) meetings per year.
  - b) Be a United States Citizen
  - c) Be a resident or business owner within the city limits of Oroville
  - e) Demonstrate abilities to understand and comply with City and Committee rules and regulations
7. **Selection of Members:** The selection of members shall be conducted through a an ad-hoc committee made up of three council members and recommendations submitted to council for final approval. A committee member may be removed by a majority of the City Council.
8. **Committee Officers:** The Committee shall appoint a Chair, the duties of which are to preside over meetings and ensure that items are placed on the agenda; and a Vice-Chair, whose sole duty is to act as the Chair in the Chair's absence. These positions shall have one-year terms, and no person shall serve as Chair or Vice-Chair for more than two consecutive terms. The appointment of Chair and Vice-Chair shall take place at the first meeting of the Committee after it has been duly constituted. Thereafter, the appointment of Chair and Vice-Chair shall be held each July unless one of the positions is vacated, in which case, the Committee shall appoint a replacement at the next meeting. The City Clerks Office shall provide a designee to act as the Secretary, shall take meeting minutes and maintain records related to the Committee.
9. **Meetings:** The Committee shall meet quarterly on specific meeting dates to be determined by members. Additional meetings may be scheduled by the Committee as necessary. Committee members are expected to attend all meetings. All meetings shall be held within the City of Oroville.

10. **Open Meetings:** All meetings of the Committee shall be open to the public and conducted in compliance with the provisions of the Ralph M. Brown Act.
11. **Quorum:** A majority number of the Committee members shall constitute a quorum for any Committee decision.
12. **City Support:** The City shall provide the following support to the Committee:
  - a) Post Committee meeting agendas and notices and prepare minutes
  - b) Assign the Finance Director, City Administrator and Deputy Clerk to the Committee
  - c) Prepare a preliminary list of projects and programs to be funded by Measure U revenues for the Committee's review
  - d) Prepare a final list of projects and programs including costs to be funded by Measure U revenues for the Committee's review and recommendation
  - e) Submit quarterly revenue, expenditure and other relevant reports and information regarding financial transactions related to Measure U tax revenues and publish to the website prior to adoption of a new fiscal year budget.
  - f) Ensure that annual independent audits are performed and reports presented to the Committee
  - g) Ensure that department heads are actively participating in committee meetings
13. **Ethics and Training:** Each Committee member shall complete ethics training as mandated by State Assembly Bill 1234. A Committee member shall not make or influence a City decision related to:
  - a) Any contract funded by Measure U tax revenues, or
  - b) Any construction project or program which will benefit the Committee member's outside employment, business, or provide financial benefit to the immediate family member, such as spouse, child, or parent