

**BYLAWS OF THE  
ALTADENA WILDFIRE RECOVERY INFRASTRUCTURE  
FINANCING DISTRICT PUBLIC FINANCING AUTHORITY**

**ARTICLE I — GENERAL PROVISIONS**

*Section 1 - Name.* The name of the governing body for the Altadena Wildfire Recovery Infrastructure Financing District (District) shall be the Altadena Wildfire Recovery Infrastructure Financing District Public Financing Authority (Authority Board). The District is a legally constituted local governmental entity separate and distinct from the County of Los Angeles (County), subject to the Ralph M. Brown Act (open meeting laws), as well as the California Public Records Act and Political Reform Act of 1974. The District was established for the sole purpose of financing public facilities or other projects as authorized by Sections 53398.50 – 53398.88 and 62300 – 62313 of the California Government Code.

*Section 2 - Purpose.* The District is organized to implement the District's Infrastructure Financing Plan (Plan) prepared, adopted, and as may be amended from time to time, pursuant to Sections 53398.59 – 53398.74 and 62300 - 62313 of the California Government Code.

*Section 3 - Membership.* The membership of the Authority Board shall consist of three members of the Los Angeles County Board of Supervisors and two members of the public as chosen by the Board of Supervisors.

*Section 4 – Alternate Members.* County Supervisors appointed to the Authority Board may designate a Deputy or other County employee from the Supervisor's Office to act for her or him as an alternate member of the Authority Board who shall represent the Supervisor at meetings of the Authority Board. The members, including alternates, shall be listed in Appendix A to these bylaws.

*Section 5 - Authority Board Role and Compensation.* The Authority Board is responsible for overall policy and direction of the District and delegates responsibility of day-to-day operations to staff. Members receive no compensation for their service.

*Section 6 – Vacancies.* When a vacancy on the Authority Board exists, the Chair shall notify the Chair of County Board of Supervisors and request that a replacement be approved by the Board of Supervisors to fill the vacancy.

**ARTICLE II — OFFICERS**

*Section 1 - Chair.* The Chair of the Authority Board shall serve in that position until removed from that office or until a new Chair is elected. The Chair's duties include, among others, presiding over all meetings, organizing and managing the agenda for the Authority meetings, instructing staff on materials to be presented at subsequent meetings, responding to members' requests for information, signing communications on behalf of

the Authority, as permitted, and representing the Authority, as permitted by the Authority Board. The Chair may be removed from the office with the approval of no less than three (3) Authority Board members.

*Section 2 - Nomination of the Chair.* Nominations from the floor shall be permitted. A second is not required for a nomination. Nominations shall be closed once every member has had a chance to speak or make a nomination.

*Section 3 - Election of the Chair.* After nominations are closed, voting begins in the order that nominees are nominated. As soon as one of the nominees receives three (3) votes, that person shall be declared elected, and no further votes are to be taken on the remaining nominees.

*Section 4 - Chair Pro Tem.* The Authority Board shall also elect a Chair Pro Tem, who, in the absence of the Chair, shall have the same authority as the Chair. The Chair Pro Tem shall serve in that position until removed from that office or until a new Chair Pro Tem is elected. The nomination and the election of the Chair Pro Tem must follow the same process as the nomination and the election of the Chair. The Chair Pro Tem may be removed from the office with the approval of three (3) Authority Board members.

### ARTICLE III — MEETINGS

*Section 1 - Conduct of Meetings.* All meetings of the Authority Board shall be conducted in accordance with the Ralph M. Brown Act (Brown Act, Government Code section 54950 et seq.), as applicable.

*Section 2 - Quorum.* A majority of the total membership shall constitute a quorum for the purpose of conducting a meeting of the Authority Board. That number shall be three (3).

*Section 3 - Voting.* Assuming there is a quorum for the purpose of conducting a meeting, voting shall be conducted as follows: while the Authority Board should strive for consensus in all decisions, the approval of three (3) Authority Board members is required for adoption of any Authority Board action unless otherwise provided under applicable law or these bylaws. All votes are to be conducted by a roll call.

*Section 4 - Regular Meetings.* The Authority Board shall meet at least annually, at an agreed upon time and place, for the purpose of adopting an annual report on or before June 30 of each year after holding a public hearing. The Authority Board's meeting schedule is approved by a majority (3 members) vote of the Authority Board. The Chair retains discretion to cancel, postpone, or change the time of a meeting.

*Section 5 - Special Meetings.* Special meetings may be called in the manner provided by the Brown Act.

*Section 6 - Teleconference.* Teleconferencing is permitted in the manner provided by the Brown Act or as otherwise authorized by law.

*Section 7 - Agenda Items.* Prior to an Authority Board meeting, any member may request that an item be placed on the agenda of any Authority Board meeting in consultation with and approval of the Chair. All such requests to place an item on the agenda prior to any Authority Board meeting must be submitted to the Chair no later than 120 hours prior to the applicable regular meeting and 36 hours prior to the applicable special meeting. However, any member may seek to place an item on a future agenda by bringing a motion and getting a second during an Authority Board meeting at the appropriate time with the approval of three (3) votes; with no objections, common consent can be used to approve the placement of an item on a future agenda.

*Section 8 - Motions and Seconds.* Every motion requires a second prior to a vote unless unanimous consent is used.

#### ARTICLE IV — SUBCOMMITTEES

*Section 1 - Ad Hoc and Standing Subcommittees.* The Authority Board, via a majority vote (3), may establish subcommittees, either standing or ad hoc, as necessary, to carry out its work in accordance with the Brown Act.

*Section 2 - Subcommittee Actions.* No action may be taken by a subcommittee established by the Authority Board other than presenting recommendations to the Authority Board at meetings or written report or taking actions directed by majority vote of the Authority Board.

#### ARTICLE V — DIRECTOR AND STAFF

*Section 1 - Executive Director.* The executive director may be appointed by the Authority Board. The executive director is responsible for overseeing the day-to-day functions of the District, including carrying out the organization's goals and policies and retaining services for the District as directed by the Authority Board. The executive director will attend all Authority Board meetings, report on the progress of the organization, answer questions of the Authority Board members and carry out the duties described in the job description. The Authority Board can designate other duties for the executive director as necessary.

#### ARTICLE VI — AMENDMENTS

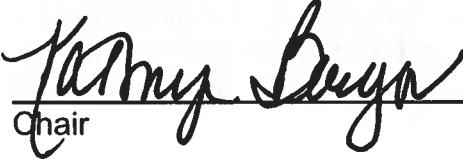
*Section 1 - Amendments.* These bylaws may be amended when necessary by a majority vote of the Authority Board. Proposed amendments must be submitted to the Chair to be sent out with regular Authority Board announcements.

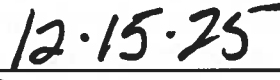
#### ARTICLE VII — PARLIAMENTARY AUTHORITY

*Section 1 - Robert's Rules of Order.* The rules contained in the latest edition of Robert's Rules of Order shall govern in all cases to which they are applicable and in which they are not inconsistent with applicable laws and these bylaws.

CERTIFICATION

These bylaws were approved at a meeting of the Authority Board by a majority vote on December 15, 2025.

  
\_\_\_\_\_  
Chair

  
\_\_\_\_\_  
Date

**APPENDIX A**

**Altadena Wildfire Recovery Infrastructure Financing District Public Financing Authority Membership:**

**Supervisor Kathryn Barger (alternate: Anish Saraiya)**

**Supervisor Holly J. Mitchell (alternate: Caroline Torosis)**

**Supervisor Hilda L. Solis (alternate: Waqas Rehman)**

**Wilberta Breedy-Richardson**

**John Bednarski**

