

**BYLAWS
OF THE
SOUTH TEXAS WATERMASTER ADVISORY COMMITTEE**

ARTICLE 1 – INITIAL PROVISIONS

1.01 Creation and Purpose

- a. The Watermaster Advisory Committee was created by Senate Bill 1406 enacted by the 75th Legislature of the State of Texas.
- b. The Watermaster Advisory Committee’s duties include:
 1. Provides recommendations to the Executive Director regarding activities of benefit to the holders of water rights in the administration of water to holders of water rights; - SB 1406, SECTION 11.3261(e)(1)
 2. Review and comment to the Executive Director on the Annual Budget of the Watermaster operations; - SB 1406, SECTION 11.3261(e)(2)
 3. Other duties as may be requested by the Executive Director with regard to the watermaster operations or as requested by holders of water rights in a Water Division which the committee deems of benefit to administration of water rights in the Water Divisions. – SB 1406, SECTION 11.3261(e)(3)
- c. The Watermaster Advisory Committee is not a rule making governmental body and therefore, is not required to comply with the provisions of the Open Meetings Act and the accompanying meeting notices or the Public Information Act (Chapters 551 and 552 of the Texas Government Code, as amended). Although it does not apply to the Watermaster Advisory Committee, meetings shall be announced and conducted in consonance with the provisions of the Texas Open Meetings Act, Texas Civil Statutes, Article 6252-17.

1.02 DEFINITIONS

- a. The “Act” is the Watermaster Act, SB 1406, 75th Legislature.
- b. The “Advisory Committee” is the Watermaster Advisory Committee (WAC).

4. The Chair shall have the authority to appoint special or standing committees to further the work and effectiveness of the Watermaster Advisory Committee.
- c. Vice-Chair.
1. The Vice-Chair shall be elected by the members of the Watermaster Advisory Committee, from among the committee members and shall serve a one-year term.
 2. The Vice-Chair shall perform the duties of the Chair in the absence or disability of the Chair.
 3. In a situation where the office of Chair becomes vacant, the Vice-Chair shall serve as Chair until a successor is elected by the Watermaster Advisory Committee.
- d. Secretary.
1. A secretary may be elected from among Watermaster Advisory Committee members, by a vote of the committee members.
 2. The secretary shall be responsible for the initial preparation of meeting notices, agendas, and minutes; for acquisition of meeting rooms; and for other staff support activities necessary to the functioning of the Watermaster Advisory Committee.

ARTICLE III – MEETINGS

- 3.01 Meetings may be called by the Chair or by a majority of members so voting at a regular meeting.
- 3.02 The Watermaster shall be responsible for providing public notice of all planned committee meetings.
- 3.03 Agenda
- a. The secretary, under the direction of the Watermaster Advisory Committee Chair, shall prepare and forward an agenda to each member of the committee two weeks prior to each meeting. The agenda shall include items requested by members with

- d. Minutes of each meeting shall be mailed to the Texas Commission on Environmental Quality South Texas Watermaster and to those persons who indicate a desire to receive minutes and be placed on the committee's regular mailing list.

3.08 Attendance

- a. The policy of the Watermaster Advisory Committee is that members shall attend regular and special/standing committee meetings as scheduled.
- b. Members of the South Texas Watermaster Advisory Committee may designate alternates to attend the meetings in their place if they cannot attend in person. To designate an alternate, the member must notify the South Texas Watermaster in writing at least one week before the meeting.
- c. Any Watermaster Advisory Committee member who has missed three consecutive meetings without notification to the Chair of the committee shall be considered as automatically having offered a resignation which shall be subject to acceptance or rejection by committee member vote. Upon acceptance of the Watermaster Advisory Committee, the Chair shall request the executive director of the Texas Commission on Environmental Quality to terminate the member's appointment and fill the vacancy created.

ARTICLE IV – REPORTS/RECOMMENDATIONS

The Watermaster Advisory Committee may submit reports or recommendations to the executive director of the Texas Commission on Environmental Quality. Where controversial issues are involved, reports shall summarize the issues and both the majority and minority committee opinions.

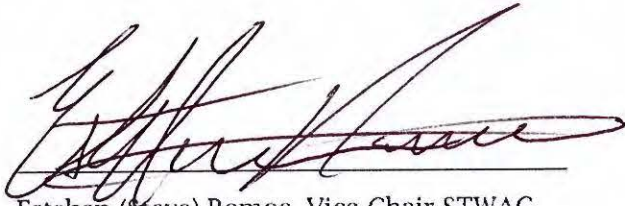
ARTICLE V – SPECIAL/STANDING COMMITTEES

- a. The Watermaster Advisory Committee members may elect to create special/standing committees.

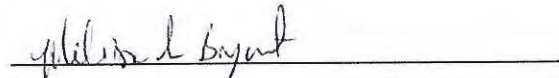
Adopted and Approved at a regular meeting of the South Texas Watermaster Advisory Committee (STWAC) on July 12, 2023.



Mario Escobar, Chair STWAC



Esteban (Steve) Ramos, Vice-Chair STWAC



Melissa Bryant, P.E. Secretary STWAC