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## Planning, Building & Environmental Services

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David Morrison  
CEO

### MEMORANDUM

Date: May 24, 2023  
To: Napa County Climate Action Committee (CAC)  
From: Ryan Melendez  
Subject: **CAC Agenda for May 26, 2023 Meeting Consent Item B**

Consent Item B for the May 26, 2023 CAC meeting: “Staff requests that the Climate Action Committee (CAC) discuss and consider whether to amend the Bylaws and Joint Powers Agreement to allow for the appointment of Alternate representatives to the CAC by their respective jurisdictions” is a continuation of discussions from the February 24, 2023 and April 28, 2023 meetings. At the April meeting, the CAC decided to move forward with amending the Bylaws.

This consent item’s background and discussion section was erroneously not updated to include a Draft of Amended Bylaws. This memorandum and supplemental attachments serve as the correction to that error.

The attachment “May 2023 CAC Updates to Bylaws” highlights the changes that were made in the draft Bylaws.

The attachment “DRAFT CAC Bylaws Amended 5-23-23” is the draft of the amended Bylaws to be voted on by the CAC to approve or not.