



BYLAWS OF THE BAYOU VISTA
VOLUNTEER FIRE DEPARTMENT, INC.

REVISION 13
AS APPROVED 08-10-2017

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BYLAWS OF THE BAYOU VISTA VOLUNTEER FIRE DEPARTMENT, INC.

ARTICLE I – TITLE AND OBJECTIVES

Section 1-1: The name of this organization shall be Bayou Vista Volunteer Fire Department, Inc., hereafter referred to as the BVVFD.

Section 1-2: The administrative fiscal year of the BVVFD shall be from October 1st of each year through September 30th of the following year.

Section 1-3: The purpose of the BVVFD shall be to protect life and property endangered by fire, imminent peril, or an emergency circumstance. The BVVFD shall acquire, maintain, and operate the equipment necessary to the accomplishment of this purpose; and to promote, practice, and teach fire prevention and safety.

Section 1-4: This BVVFD shall not engage in any business of any kind ordinarily carried on for profit, and nothing in the Article of Incorporation or Bylaws shall authorize the BVVFD to enter into any transaction, carry on any activity, or engage in any business for pecuniary profit. Any income received by the BVVFD shall be applied only to the nonprofit purposes and objectives of the BVVFD as set forth herein, and no part thereof shall inure to the benefit of any member, officer, or individual excluding such wages of staff members who are officers or Directors nor those controlling BVVFD affairs, whose services are required for the purposes and business-like conduct and recording of the business of the BVVFD.

Section 1-5: This BVVFD is duly organized and existing under the Texas Non-Profit Corporation Act, IRS Section 501 (c) (3), with its principal office in the City of Bayou Vista, located at 2929 Highway 6, Bayou Vista, 77563, County of Galveston, State of Texas.

Section 1-6: The BVVFD, through the Board of Directors, may enter into agreements with governing bodies of the City of Bayou Vista, and enter mutual aid agreements with other Volunteer Fire Departments, for the good of the BVVFD, the City of Bayou Vista, and the BVVFD membership.

ARTICLE II – MEMBERSHIP

Section 2-1: There shall be three classes of membership – General, Duty Personnel, and Volunteer.

Section 2-2: General Members shall be those individuals, 18 years or older, who reside or own property in the areas of service known as the City of Bayou Vista or Original Bayou Vista, or the Fire Service Area as established by the Insurance Service Office (ISO) and the Galveston County Volunteer Firefighter's Association; subscribe to and support the purposes of the BVVFD but do not regularly and directly participate in firefighting and other emergency activities.

Section 2-2.1: All General Members in good standing shall have all rights and privileges of membership established by these Bylaws, including the right to vote, as prescribed in Article XII – Voting, Section 12-1.2. Each household is entitled to two (2) votes, maximum, one per person. If a household has one individual responsible for payment of the mandatory fees, they are entitled to one vote.

Section 2-3: The Duty Personnel members of the BVVFD shall be State- certified professional firefighters- EMT's/Paramedics who apply for active status and accepted for duty are also employed by other agencies in this capacity of a firefighter/EMT/Paramedic. The Duty Personnel shall adhere to all standards and requirements established by the Fire Chief. The Duty Personnel member shall be paid based on his/her years' of experience and level of certification as a professional firefighter/EMT/Paramedic.

Section 2-3.1: Residence in the City of Bayou Vista or Original Bayou Vista or the Fire Service Area as established by the Insurance Service Office (ISO) and the Galveston County Volunteer Firefighters Association is not required to serve as a Duty Personnel member or a Volunteer.

Section 2-3.2: The Duty Personnel is the operational component of the BVVFD. The Duty Personnel is responsible for the maintenance and application of the vehicles and equipment provided for the effective fire protection and other emergency responses for the City of Bayou Vista, Original Bayou Vista, and responses in the Fire Service Area as established by the Insurance Service Office (ISO) and the Galveston County Volunteer Firefighters Association or for mutual aid responses when called upon.

Section 2-4: Volunteer members of the BVVFD shall be 18 years or older and shall complete the application process and complete the required training prior to being accepted and allowed to assist the Duty Personnel in fire protection or other emergency responses. All volunteers will be compensated with a stipend determined by the Fire Chief and approved annually during the Budget process by the Board of Directors.

Section 2-4.1: Volunteer EMT Training Reimbursement Requirements

Section 2-4.1.1: Must be active for no less than twelve (12) months, and have attended no less than 50% of all training classes for a period of twelve (12) months prior to the time of his/her request.

Section 2-4.1.2: Upon written request and Fire Chief approval, attend Emergency Medical Service Training Program that results in the member obtaining a Texas State EMT-B, EMT-1, or EMT-P Certification and provide such documentation to the Fire Chief for reimbursement approval by the Board of Directors.

ARTICLE III – OFFICERS

Section 3-1: The affairs of the BVVFD shall be administered by a five (5) member Board of Directors which shall consist of the President, Vice-President, Secretary, Treasurer, and one (1) Director. Replacements for resigning directors and/or Administrative Officers shall be appointed in a timely manner and as provided for in Article X, Board of Directors, Section 10-5.

Section 3-2: The Directors, shall serve for two (2) year terms from the date of their elections. Terms end at the conclusion of the calendar year. The Fire Chief will serve on the Board of Directors as an ex-officio member.

Section 3-2.1: Each member of the Board of Directors shall be a resident of the City of Bayou Vista or Original Bayou Vista.

Section 3-2.2: The Board of Directors shall have the authority to conduct and manage the BVVFD's administrative, business, and fiscal affairs, within the limitations set forth in these Bylaws, and generally strive to implement the organization's purposes. The Board of Directors shall have the power and authority to authorize the borrowing of funds on the behalf of the BVVFD, pledge or assign revenues as collateral for such loans, and authorize the mortgage of equipment purchased with Board of Director authorized loan funds.

Section 3-3: Any Board member of the BVVFD who fails to attend two (2) consecutive meetings of the Board of Directors without sufficient cause, or fails to perform their duties as established herein may be removed from office by the President unless a majority vote of the Board of Directors approves that Administrative Officer's or Director's continuation in his/her elected or appointed capacity. A replacement will be appointed as provided for in Article X, Board of Directors, Section 10-5.

ARTICLE IV – DUTIES OF THE PRESIDENT

Section 4-1: The President shall serve as the chief administrative officer and managing director of the BVVFD. All other Administrative Officers, committees of the Board of Directors, and the Fire Chief report directly to the President. The President is responsible for the conduct of the organization's business and financial affairs and such matters as are authorized by the Board of Directors and the appointment of all administrative committees; he/she shall set the agendas and preside at all business meetings of the Board of Directors; he/she shall be an ex-officio member of all

committees of the Board of Directors; and he/she shall perform such other duties as are normally incumbent upon a President except those duties, responsibilities, and authorities specifically assigned to other officers by the Bylaws.

Section 4-2: The President shall, at the Annual/Regular Meeting, submit a “State of the Bayou Vista Volunteer Firefighters Department” report to the General Membership. The report shall contain a summary of significant activities by the BVVFD during the most recent fiscal year.

Section 4-3: The President shall determine the number, name, and purpose of any standing or special committee necessary to the achievement of the goals of the BVVFD and to the effective conduct of its business.

Section 4-4: The President shall appoint the committee members from among the Officers and Directors of the BVVFD and/or from the General members of the BVVFD, or non-associated specialists qualified to contribute to the activities and goals of the said Committee.

ARTICLE V – DUTIES OF THE VICE-PRESIDENT

Section 5-1: The Vice-President shall perform such administrative duties as are normally incumbent upon a vice-president and such other duties as may be assigned by the President or the Board of Directors. In the absence of the President, the Vice-President shall preside over business meetings of the Members and of the Board of Directors, and shall carry out those administrative duties and managerial functions of the President.

ARTICLE VI – DUTIES OF THE SECRETARY

Section 6-1: The Secretary shall: keep and maintain the minutes of all business meetings of the Members and of the Board of Directors; issue all meeting notices; conduct such correspondence as may be required by the President and the Board of Directors; and perform such other duties as are prescribed by these Bylaws and that are normally incumbent upon a Secretary. Records will be posted on the Website and or available for inspection by any member of the public.

Section 6-1.2: All records maintained by the Secretary of the BVVFD are property of the BVVFD. In the event that the Secretary vacates his/her position, all records maintained by them shall be turned over to the President of the BVVFD.

ARTICLE VII- DUTIES OF THE TREASURER

Section 7.1: The Treasurer shall: compile and maintain current corporate record reports; maintain records of all monies collected and disbursed; deposit or invest all funds as directed by the Board of Directors; submit monthly financial statements in the form and manner prescribed by the Board of Directors; prepare and file all required tax returns (specifically Federal Form 990); and assure that all financial books are posted on the Website for inspection by any member of the public. The Board of Directors may hire an accountant to assist the Treasurer in all of the above duties.

Section 7-2: The Treasurer shall maintain complete and accurate accounts of funds received, including the identification of any designated funds, and all funds disbursed, in such a manner that amounts, sources, and recipients of such funds can be specifically identified and the transaction is supported, in writing, in a manner consistent with good business practices. The Treasurer shall submit a detailed accounting of funds received and disbursed during each month, together with statements of the status of all deposits in recognized financial institutions, to the Board of Directors at its regular monthly meetings, and shall prepare a yearly financial summary in sufficient detail to support appraisal by the Board of Directors. The budget shall be in a line item format for funds received and expenditures.

Section 7-3: The Treasurer shall have the authority to, and responsibility for, securing and maintaining a safety deposit box solely for the BVVFD's use. The Board of Directors of the BVVFD shall have signatory authority for signing checks and other financial documents relating to financial matters. The Treasurer is to further insure that applicable financial institutions have and maintain a current listing of those Officers having signatory authority. Two (2) signatures shall be required on all checks written.

Section 7-4: The Treasurer shall have authority, subject to approval from the Board of Directors, to obtain and maintain credit cards in the BVVFD's name. Credit cards bearing the BVVFD's name shall be used only for office fire department business. Receipts from credit card purchases shall bear the signature of the individual making the purchase and shall be submitted to the Treasurer so that billing from the entity issuing the credit card can be reconciled when a statement is received.

Section 7-5: All records maintained by the Treasurer of the BVVFD are property of the BVVFD. In the event that the Treasurer vacates his/her position, all records maintained by them shall be turned over to the President of the BVVFD.

ARTICLE VIII – DUTIES OF THE DIRECTOR

Section 8: The Director shall perform such administrative duties as are normally incumbent upon a Director and such other duties as may be assigned by the President or the Board of Directors.

ARTICLE IX– DUTIES OF THE FIRE CHIEF

Section 9-1: In January the Fire Chief shall be appointed to a one (1) year term by the President subject to the approval of the Board of Directors.

Section 9-2: The Fire Chief is the chief operations officer of the BVVFD with he Duty Personnel and Volunteer members of the organization reporting directly to him/her or to his/or her designee. He/she shall appoint such officers as are necessary to effectively and properly carry out the functions of the BVVFD. A list of the Duty Personnel by position and pay scale shall be submitted by the Fire Chief and approved annually during the Budget process by the Board of Directors.

Section 9-2.1: The Fire Chief shall have full and absolute authority over the firefighting and other emergency activities of the BVVFD such as, but not limited to, the authority to call out the Duty Personnel/and or Volunteers and equipment when their services are required and to deputize any qualified, capable individuals in the event an emergency warrants such action.

Section 9-2.2: The Fire Chief shall prepare Standard Operating Procedures and Policies to provide the efficient and effective operation of the Department until revised or revoked by the Board of Directors.

Section 9-2.3: The Fire Chief shall keep, or cause to be kept, records of all incidents to which the BVVFD has been called to respond. The Fire Chief shall maintain a permanent file of such reports, and report monthly to the Board of Directors and to other appropriate agencies (i.e. State Firemen's and Fire Marshall's Association).

Section 9-2.4: The Fire Chief shall keep records showing total man hours for emergency services and for training.

ARTICLE X. BOARD OF DIRECTORS

Section 10-1: The Board of Directors is the managing body of the BVVFD. It is responsible for planning and implementing the optimum fire protection and emergency response system for the City of Bayou Vista consistent with its needs and the Fire Service Area as established by the Insurance Service Office (ISO) and the Galveston County Volunteer Firefighters with its ability to support the system financially; for providing the BVVFD with training, vehicles, equipment and protective gear required for safe and effective implementation of the system; for the control of financial and budgetary affairs of the BVVFD; for the establishment of policies as necessary to assure compliance with the Bylaws and with the accomplishment of the mission of the

organization; and for the specification of procedures as necessary to implement policies and to assure compliance with pertinent State, County, and local regulations, laws and ordinances.

Section 10-2: The Board of Directors shall meet at least once each month on a regular day to be fixed at the beginning of the administrative year, or on such dates within each month as are determined to be the most conducive to the efficient conduct of the Board of Directors' business. Special or emergency meetings of the Board of Directors may be called as set out in Article XI, Meetings, Section 11-2.

Section 10-3: Three (3) members of the Board of Directors shall constitute a quorum for the transaction of business at any meeting. A majority of those present at any meeting shall be necessary to effect any formal action of the Board of directors.

Section 10-4: On or before September 1st of each year, the Board of Directors shall prepare a preliminary budget for the forthcoming fiscal year, based on the projected balance of funds at the end of the current year and on projected income and known or forecasted needs for equipment, training, operational expenses and administrative expenses. This budget shall be approved by the Board of Directors at its last meeting of the fiscal year. This budget shall be available to all General Members for review at the meeting or as posted on the Website. The Board of Directors may amend the budget as necessary during the year. All amendment(s) will be posted on the Website. A financial report of the BVVFD shall be presented to the membership at the Annual/Regular Meeting of the BVVFD in December.

Section 10-5: In the event that a position on the Board of Directors becomes vacant for any reason whatsoever, the Board of Directors shall nominate a replacement, with said replacement serving until completion of the un-served term of office. This nomination must be approved by a majority of the remaining Board of Directors.

Section 10-6: The Board of Directors may confer with outside liaison for the continual improvement and fulfillment of the BVVFD's mission.

Section 10-7: The Board of Directors shall allow the Fire Chief to procure necessary supplies and equipment; and no further authorization shall be necessary, so long as each account for all such funds expended monthly are accompanied by submission of receipts covering such expenditures within the Budget.

Section 10-8: The Board of Directors may execute contracts with State, County, Regional or local government or non-government entities wherein payment is received by the BVVFD in return for fire protection and related services, with the provision that all such contracts be consistent with the Texas Non-Profit Corporation Act and with Internal Revenue Service Code 501 (c) (3).

Section 10-9: The Board of Directors may authorize the purchase of services and equipment necessary for the accomplishment of the purposes of the BVVFD, and payment thereof. The Board of Directors shall exercise due diligence to operate the BVVFD within the budget as approved or amended by the Board of Directors.

Section 10-10: The Board of Directors shall select the depositories for BVVFD funds and adopt the bank's resolution identifying, by name and office, those individuals authorized to sign checks and withdrawals of BVVFD funds. The names of the individuals authorized as signatories shall be recorded in the Minutes of the meeting when approval occurred. Such individuals may be bonded at the expense of the BVVFD and/or at the discretion of the Board of Directors.

Section 10-11: The Board of Directors shall employ, at the expense of the BVVFD, a Certified Public Accountant to conduct an audit of the BVVFD annually.

ARTICLE XI – MEETINGS

Section 11-1: In December, an Annual Meeting will be combined with the Regular Meeting normally held on the 2nd Thursday of the month.

Section 11-2: Special or Emergency Meetings may be called by the President. Special Meetings may also be called by the Secretary with notice posted within five business days following receipt of a written request of at least three (3) members of the Board of Directors or upon receipt of a petition signed by twelve (12) or more General Members in good standing. Notice of Special Meetings shall be posted at 2929 Highway 6, Bayou Vista, TX, by the Secretary, and placed on the Website not less than 72 hours prior to the date of such meetings, and shall state the purpose, date, time, and place of such meetings. Emergency meetings may be called by any three (3) Board of Directors or the President with three (3) hours notice and shall be posted at 2929 Highway 6, Bayou Vista, TX., and placed on the Website and shall state the purpose, date, time, and place of such meetings.

Section 11-3: Meetings of the BVVFD will be conducted in an orderly manner in accordance with Robert's Rules of Order. The President may order the removal of any person who is disruptive or refuses to follow rules of order during a meeting.

Section 11-3.1: Order of meeting shall be as follows:

Call The Meeting To Order

First Order of Business

Roll Call

Pledge of Allegiance

Comments from the Floor on Agenda Items Only

Discussion Items

Status update on awarded or pending grant to BVVFD or equipment needs

Other items requiring discussion by the Board.

Action Items

Financial Report

Fire Chief's Report

Minutes

Other items requiring action by the Board.

Members' Comments

General Members

Board Members

Board President

Adjournment

Section 11-4: In the transaction of BVVFD business requiring a vote by the membership, General Members shall be qualified to vote as specified under the provisions of Article II, Membership, Section 2-2.1 and Article XII, Voting, Section 12-1.2. Proxies shall not be recognized.

Section 11-5: The President shall place items on the agenda for consideration at the monthly, annual, or special called meetings. In addition to the President, any two (2) Board of Directors may place an item on the agenda of a monthly or special called meeting, with or without the endorsement of the President of the BVVFD. This request shall be made in writing to the President or Secretary.

Section 11-6: During any meeting, an item may be placed on the agenda of a future meeting by motion and vote taken by the Board of Directors.

ARTICLE XII - VOTING

Section 12-1: The right to vote at the Annual/Regular Meeting of General Members cannot be assigned by proxy.

Section 12-1.2: Each household is entitled to two (2) votes maximum, one per person. If a household has one (1) individual responsible for payment of the mandatory fees, they are entitled to one vote. (Article II, Membership, Section 2-2.1)

Section 12-1.3: If a member is both a General and a Duty Personnel of the BVVFD, they may vote as a General Member.

Section 12-2: Any Officer or Director may be removed from office by a plurality vote of the General Members present and voting at any Special Meeting of General Members called according to the provisions of Article XI, Meetings, Section 11-2. All charges against any Officer or Director subject to a vote shall be in writing and accompanied by a petition bearing the signatures of at least fifty (50) General Members in good standing, or under the provisions of Article II, Membership, Section 2-2.1. Upon receipt of such

charges and petition, the Secretary shall post notice at 2929 Highway 6, Bayou Vista, TX, and post on the Website to all Members and the individual so charged, not less than 72 hours in advance, with notice of the charges and the date of the meeting at which impeachment proceedings will occur. The Officer or Director so charged shall have the right to appear in his/her own defense if he/she so desires.

ARTICLE XIII - ELECTIONS

Section 13.1: At the Regular Meeting in October of each year, the President shall confirm with each Officer and/or Director whose terms are expiring in December if they wish to continue in their current capacity for an additional two years. If the Officer and/or Director agree to continue for an additional two years in their current positions and there are no opponents, the election will not be required. If however, an individual Officer or Director does not wish to be re-elected for an additional two years, the President shall appoint a Nominating Committee chaired by the Vice-President and comprised of two (2) General Members. The announcement of the election, the positions available, requirements, and Nominating Committee contact information will be placed on the Website. The three (3) person Nominating Committee shall assure that at least one (1) candidate is nominated for each expiring officer and directorship, confirm each nominee's willingness to accept and serve, and submit the list of nominees to the Board of Directors not later than December 1st for the election to occur and the Annual/Regular Meeting in December.

Section 13-2: The membership shall be informed of the candidates for election with placement of their name(s) on the December Agenda for the Annual/Regular Meeting. If those currently in office are willing to serve for an additional two-year term, and there are no opponents, they will automatically be reinstated, and the election will not be required.

Section 13-3: At the Annual/Regular Meeting, the General Members shall, by plurality vote, elect the Officers and Directors to replace those whose terms are expiring and have elected not to serve for an additional two-year term.

ARTICLE XIV - REVENUES

Section 14-1: The monthly, mandatory fees paid by the General Members shall be payable as specified in the May 2014 Fire Protection Agreement between the Galveston MUD #12 and the BVVFD.

Section 14-2: The Board of Directors may engage in the raising or accumulation of funds from sources other than those mentioned in Section 14-1 or in the solicitation of voluntary contributions donations from any source, provided that all such revenue shall be (1) used solely for the purpose of supporting the BVVFD, (2) consistent with the laws

of the State of Texas and applicable County and local legislation, (3) consistent with the Texas Non-Profit Corporation Act, and (4) with Internal Revenue Service Code 501 (c) (3).

ARTICLE XV– LEGAL CORRESPONDENCE AND RECORDS RETENTION, STORAGE, AND ACCESS

Section 15.1: The purpose of this Article is to provide a guideline for the retention, storage, access, and management of legal correspondence, documentation, and financial records related to the Bayou Vista Volunteer Fire Department, its Board of Directors, Personnel, and/or Operations.

Section 15-1.2: Under this Article, the use of the reference “BVVFD Office” refers to the BVVFD assigned Galveston County MUD #12 (2929 Highway 6, Bayou Vista, Texas) building space.

Section 15-1.3: BVVFD will retain the following records as notated:

Section 15-1.3.1

Destruction of records will occur at the Fiscal Year End and after the Audit has been conducted and approved.

1. Records maintained for three (3) years:
 - Audits
 - Monthly Financial Statements
 - Minutes
 - Monthly Activity Reports
2. Contracts will be maintained until renewal or termination occurs.
3. Revised and/or updated Bylaws will be maintained permanently.
4. Records of Capital Outlay items, i.e, land purchases, equipment, buildings, etc. will be maintained permanently only when the original cost of said item was over \$5,000.
5. All correspondence which is considered administratively valuable, i.e., copies of internal memos, recognition of donations, etc., shall be destroyed at year end.

Section 15-1.4: BVVFD’s Board of Directors will maintain custodianship of BVVFD legal correspondence, documentation, and/or records; with the Board of Directors’ President, Treasurer and Secretary identified as the primary responsible Officers.

Section 15-1.5: BVVFD legal correspondence, documentation, and/or record whose recommended retention period has expired may not be destroyed if any litigation, claim, negotiation, audit, public information request, administrative review, or other action involving the BVVFD legal correspondence, documentation, and/or record is initiated; its destruction shall not occur until the completion of the action and the resolution of all issues that arise from it.

Section 15-1.6: All permitted document destruction shall be halted if BVVFD, its Board of Directors, or operations is being investigated by a governmental law enforcement agency; and may not be resumed without the written approval of the governmental law enforcement agency.

Section 15-1.7: Hard copies of records should be electronically scanned and stored and secured by the Treasurer and Secretary.

Section 15-1.8: To facilitate and execute assigned duties, the BVVFD Board of Directors' Treasurer and Secretary may maintain records in their possession for previous operating fiscal years, as necessary and required to efficiently and effectively manage their responsibilities.

Section 15-1.9: The primary off-site location (electronic copies only) will be BVVFD's approved Safety Deposit Box. The Treasurer and Secretary will maintain a current listing of all contents held in the Safety Deposit Box; and will provide that listing at least once a year to the members of the Board of Directors.

Section 15-1.10: After the close of each BVVFD fiscal year; scanned electronic file copies of BVVFD financial records for that fiscal year will be completed and the electronic file properly secured and stored for a three (3) year period in the safety deposit box of the BVVFD.

ARTICLE XVI – DISSOLUTION OR TRANSFER OF RESPONSIBILITY

Section 16-1: Upon termination or dissolution of the corporation, the distribution of any surplus of real property remaining shall be governed by the appropriate provisions granted to and vested in non-profit corporations organized and existing under the present statutes of the State of Texas. All monies or like assets in all accounts or on deposit in various financial institutions, after all debts and obligations of the corporation have been paid and satisfied, shall remain as an asset of the City of Bayou Vista or any other non-profit entity.

Section 16-2: In the event that fire protection or emergency responses in the City of Bayou Vista shall become the responsibility of either a municipal tax-supported or other non-profit entity within the boundaries of that entity totally includes the City of Bayou Vista, the property, assets, and liabilities of the BVVFD may be transferred to that entity subject to (1) the approval of the General Members in good standing at a Special Meeting called for this and related purposes; (2) acceptance of the governing body of the entity of all property, assets, and liabilities of the BVVFD; and (3) compliance with the appropriate provisions granted to and vested in non-profit corporations organized and existing under statutes of the State of Texas.

ARTICLE XVII – AMENDMENTS & REVISIONS

Section 17-1: These Bylaws shall be reviewed for possible change and revisions biannually by a committee appointed by the President.

Section 17-1.1: In the event that these Bylaws are revised during the biannual review, the revised Bylaws shall be presented to the General Members at the Annual Meeting or a Special Called meeting. A copy of the amended or revised Bylaws, with the date, time, and place of the meeting, is to be posted at 2929 Highway 6, Bayou Vista, TX 72 hours in advance of the meeting.

REVISIONS

These Bylaws as revised were presented at the BVVFD's Board of Directors' May 11th, 2017, Regular Meeting, and approved as presented revised by the majority of the Board of Directors present.

Secretary, BVVFD Board of Directors

Signature Date

These Bylaws were previously reviewed, amended, revised, and/or approved by the Board of Directors:

- Amended and Approved by Board of Directors August 10, 2017
- Total Revision - May 11th, 2017
- Amended or Revised - August 14th, 2014
- Amended or Revised – July 17th, 2014
- Approved by Board of Directors – January 19th, 2013 Annual Meeting
- Reviewed by BVVFD Board of Directors – December 13th, 2012
- Approved by Board of Directors – August 9th, 2012 Board of Director's Meeting
- Approved by Board of Directors – April 12th, 2012 Board of Director's Meeting
- Approved by General Members – January 21st, 2012 Annual Meeting
- Reviewed by BVVFD Board of Directors – November 10th, 2011
- Approved by General Members – January 29th, 2011 Annual Meeting
- Reviewed by BVVFD Board of Directors – December 9th, 2010 and January 13th, 2011 Board of Directors' Meetings
- Approved by General Members – January 16th, 2010 Annual Meeting
- Approved by Board of Directors – January 14th, 2010 Board of Directors' Meeting
- Reviewed by Ellis Ortego, Attorney at Law – December 2009
- Revised by Bylaw Committee – 2008
- Amended or Revised, and Approved – December 2006
- Amended or Revised, and Approved – June 2005
- Amended or Revised, and Approved – February 2004