

OIL AND GAS ADVISORY OGC  
CITY OF AURORA, COLORADO  
BY LAWS

Article I – Name

The name of this body shall be the Oil and Gas Advisory Committee, hereafter referred to as OGC.

Article II – Purpose

The purpose of the OGC is to provide advice and recommendations to the City Council and staff regarding oil and gas development with the City in matters that the City has legal authority to regulate and to provide an educational forum for the oil and gas industry, citizens, surface owners, and other stakeholders to discuss benefits and impacts of industry activity within the City.

It is not within the OGC mission or mandate to pursue any ordinance, resolution, regulation, or charter amendment that substantially impedes the equitable development and production of oil and gas within the City.

Article III – Membership

1. The Oil and Gas Advisory OGC shall be comprised of 11 members as defined in Aurora City Code Section 106-163, as follows:
  - a. Five citizen members
  - b. Three oil and gas industry members
  - c. Three mineral or surface-owner members

All members will serve at the pleasure of City Council.

2. Within each category of membership, terms were initially staggered so that some inaugural members initial terms were for two years, and some inaugural members initial terms were for three years. All future terms shall be for three years.
3. Initial terms of members shall end on June 30<sup>th</sup> of the second or third year respectively, and on June 30<sup>th</sup> of the third year in future years.
4. Members may serve a maximum of three consecutive terms.

Article IV – Application, Appointment and Filling Vacancies

Any party interested in becoming a member of the OGC shall file an application with the City Clerk's office, and each application shall be forwarded to the staff liaison. Applicants must declare the appropriate category of membership (Citizen, Industry, Mineral/Surface Owner). Prior to the end of any members' term, or in the case of early termination or resignation,

interviews shall be scheduled by the City Clerk's office. Each applicant will be presented with the same questions as decided by OGC membership. Each interview shall be conducted by the members of the OGC as a whole or sub-committee as determined by OGC Chair via volunteer or assignment.

1. Based on these interviews, the OGC shall make recommendations to the City Council on each applicant, including those incumbent members seeking reappointment.
2. A member who wishes to resign from the OGC prior to the completion of a term shall do so by written notification to the OGC Chair or to the staff liaison. Notification shall immediately be made to the City Clerk's office who will post the opening. A replacement candidate will be selected through the process described in Article IV, part 1, above. A person selected to fill the vacancy shall serve out the remainder of the unexpired term, at which point he/she will be eligible for reappointment with all other applicants.
3. Any member who is absent without prior notice to the OGC Chair, or the staff liaison, for two consecutive regular meetings, or for one-half of all regular meetings in any twelve-month period may be considered for removal via recommendation to City Council.

#### Article V – Officers

1. The officers of the OGC shall consist of a Chair and a Vice-Chair. The Vice-Chair will act as Chair in the Chair's absence.
2. Officers shall be elected annually at the first meeting of each year (or as soon as practicable) by a majority vote of the quorum.
3. The Chair shall preside at all meetings and approve the final agenda for each meeting.
4. The Chair will prepare a quarterly report and submit to the Planning and Economic Development Policy Committee

#### Article VI – Meetings

1. All meetings are open to the public and may be held either virtually or in person. Virtual OGC meetings shall be conducted through use of the internet meeting service designated by the City.
2. The OGC shall meet every other month on the third Wednesday at 4.00 p.m. Special meetings may be called at any time by the OGC Chair and will be held after proper OGC member and public notification of no less than seven calendar days.
3. The OGC can change the frequency of meetings at the direction of the Chair and with a majority vote of OGC members without amending the by-laws.

4. In person OGC meetings may be held within City of Aurora municipal facilities or at designated locations as appropriate.
5. A quorum shall be established when a majority of OGC membership is present.
6. Any action of the OGC must be adopted by a majority of the OGC membership present at a public meeting. Each OGC member shall be entitled to one vote. Voting may be in person, or via video teleconference, internet meeting service, or by phone. The OGC Chair shall tally the vote, inform the OGC members and staff, and supply a record of the votes. For any action that results in a minority vote, the OGC may prepare a minority position statement, submitted in writing to the OGC Chair for inclusion with the report of the decision to City Council.
7. No single member of the OGC may speak to members of the City Council on OGC business without prior authorization from the OGC. All formal communication by the OGC, including a position statement on an issue, shall be supplied in writing. The Chair may also provide a summary of OGC activities to City Council at City Council's discretion at any time.

#### Article VII – Amendment of By-Laws

1. By-Laws may be amended as needed by a majority vote of a quorum of the OGC.

#### Article VIII – Staffing and Support

1. The City of Aurora will provide staff support as needed to enable the functions of the OGC to carry out its duties, including but not limited to: ensuring access to the City's internet meeting service, recording, transcription and distribution of draft meeting minutes, distributing communications to all OGC members, scheduling rooms for meeting space, securing presentation aids such as projectors, providing access to the City's Website to post meeting announcements and approved minutes of meetings, and other duties as required.

Adopted and Effective: September 21, 2022



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Brad Pierce, Chair, Oil and Gas Advisory Committee