

**ORDINANCE 2024-027 OF THE LEWISVILLE TOWN COUNCIL
AMENDING THE CHARTER OF TOWN CODE CHAPTER 13-4
THE ENVIRONMENTAL CONSERVATION AND SUSTAINABILITY COMMITTEE**

WHEREAS, resident participation in helping to determine the priorities and direction of the Town of Lewisville is a fundamental tenant of town government; and

WHEREAS, to implement resident participation, the Town of Lewisville has established boards and committees to carry out specific duties, specified in their charters, to make recommendations to the Town Council; and

WHEREAS, on March 2, 1995, the Lewisville Town Council established *The Environmental Issues Committee*, *The Recycling Committee*, *The Environmental Education Committee*, and *The Special Environmental Projects Committee*; and

WHEREAS, these four committees were intended to be a coordinated environmental concerns effort led by *The Environmental Issues Committee*; and

WHEREAS, from time to time it may be necessary for the Town Council to revise the purpose and scope of such charters; and

WHEREAS, in 2001, the Lewisville Town Council rescinded the charters of the four afore mentioned committees and combined all into the Lewisville Recycling Committee who were charged with monitoring the Town's curbside recycling program, coordinating recycling events, providing other recycling opportunities in the community and actively working with schools on recycling; and

WHEREAS, the Lewisville Town Council has again seen the need to revise the charter.

NOW, THEREFORE, BE IT ORDAINED THAT THE LEWISVILLE TOWN COUNCIL amends the charter as follows and updates Chapter 13-4 of the Town Code:

1. **NAME OF COMMITTEE**: *The Environmental Conservation and Sustainability Committee* referred herein as the Committee.
2. **TYPE OF COMMITTEE**: The Committee shall be an advisory committee to the Town Council.
3. **PURPOSE**: To preserve, enhance and protect our environmental resources to produce a high quality of life and a sustainable community model for the future.
4. **MISSION**:
 - a. To investigate, implement, publicize or assist recycling and sustainability opportunities in the community.
 - b. To assist in the review of Town policies and practices to determine potential opportunities for increased cost-effective sustainability in areas such as conservation, waste reduction, recycling, energy efficiencies and alternatives.
 - c. To advise on ways to encourage environmental stewardship on existing or proposed initiatives.

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- d. To identify potential resources, grants, and programs that can reinforce sustainability goals within the town and community.
 - e. To propose, encourage, promote, and coordinate local recycling and sustainability projects, events and initiatives.
 - f. To engage in public awareness and education with area schools, organizations, businesses and residents to encourage environmental stewardship, recycling and ecological practices.
 - g. To engage in special projects as specifically directed by Town Council.
5. **DEPARTMENT FUNDING:**
- a. The Committee shall coordinate an annual budget for the Committee with the Town Manager by February 28 for approval by Town Council.
 - b. Expenditures must follow the town's financial procedures.
6. **MEMBERSHIP:**
- a. The Committee shall consist of eight (8) members, each serving without compensation.
 - b. Members are appointed by the Town Council. Individuals interested in serving on the Committee should submit a completed application form to the Town Clerk requesting appointment. The Town Clerk forwards information to Council.
 - c. Members serve without compensation.
 - d. Only one person per household/family shall serve on the Committee.
7. **TERMS OF APPOINTMENT**
- a. Appointments shall be made by the Town Council in March, following municipal elections. Terms are two years commencing April 1 and expiring on March 31. Terms are renewable without limitation to the number of consecutive terms.
 - b. Members who wish to resign their appointment shall submit their resignation in writing to the Town Clerk. Vacancies on the Committee shall be filled for the unexpired term by Town Council.
 - c. The Committee shall have a meetings attendance policy such that members failing to attend three (3) consecutive regular Committee meetings, without notification to the Chair or Town Clerk, shall have their membership subject to review and possible

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replacement by the Town Council.

- d. Committee members who wish to resign their position shall submit a resignation to the Town Clerk.

8. COMMITTEE STRUCTURE

- a. Chair: The committee membership shall select from among themselves a Chair.
 - i. The Chair shall serve for 2 years with eligibility for reelection.
 - ii. The Chair shall be selected at the next scheduled committee meeting April 1 or later following March appointments.
- b. Vice-Chair: The Committee membership shall select from among themselves a vice chair.
 - i. The Vice Chair shall serve for 2 years with eligibility for reelection.
 - ii. The Vice Chair shall be selected at the next scheduled committee meeting April 1 or later following March appointments.

9. **PROJECTS:** The Committee shall obtain project approval of the appropriate Department Director, Town Manager, or Town Council depending on the project cost and the current budget and expenditure authority of the appropriate town official.

10. MEETINGS:

- a. The Committee shall establish its own regular meeting schedule.
- b. All Committee meetings are subject to the North Carolina Open Meetings Law.
- c. The Committee meeting schedule shall be provided to the Town Clerk who shall make all the necessary announcements and postings.
- d. Minutes of all meetings shall be maintained in accordance with the Public Records laws and regulations with approved Committee meeting minutes submitted to the Town Clerk for the appropriate filing and posting
- e. Five (5) members, one of which must be the Chair or Vice-Chair, constitute a quorum.

11. REPORTS:

- a. The Committee Chair shall submit a report of its activities and other important matters to the Town Council upon request.

12. REQUESTS

- a. All official requests should be in writing from the committee chair and must be

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presented to the Town Manager.

Recycling Committee Chartered April 12, 2001

AMENDMENTS - October 11, 2001; December 11, 2003; June 8, 2006; October 9, 2008; October 9, 2014;
Ordinance 2015023 - February 12, 2015; Ordinance 2018017 - March 8, 2018; Ordinance 2021014 - March
11, 2021

Adopted this the 8th Day of August 2024 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk