



## Environmental Performance Standards Advisory Committee

### *Agenda*

July 31, 2019 5:00 – 7:00 pm

City Hall, 409 South Main Street, Room 011

5:00-5:05pm	1. Public Input
5:05-6:15pm	2. Review of EAP Open House and Comments
6:15-6:35pm	3. Schedule Update & Next Steps a. Revision of EAP b. Endorsement Decision c. Council Meeting
6:35-6:55	4. Revisions to Bylaws and Terms *ATTACHED a. Vote to recommend amended bylaws to City Council
6:55-7:00pm	5. 2019 Meeting Dates a. September 25, 2019 b. December 4, 2019 *Not the 4 <sup>th</sup> Wednesday
7:00pm	6. Adjourn a. Next Meeting: September 25, 2019

# Environmental Performance Standards Advisory Committee Bylaws



City of Harrisonburg, Virginia

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## **Article I: Name**

The name of this organization shall be the Environmental Performance Standards Advisory Committee (the “Committee”) of the City of Harrisonburg (the “City”).

## **Article II: Purpose**

The City is committed to reducing negative impacts on the local, regional, and global environment and strives toward being a good steward of the resources to which it has been entrusted.

The City will take a proactive approach for establishing standards related to environmental performance and sustainability as outlined in the City’s 2011 Comprehensive Plan Update Objective 8.3, which states:

- To create a set of environmental performance standards for public and private development and redevelopment projects.

The purpose of this Committee is to provide guidance and recommendations to City Council in the establishment of environmental performance standards for public development and redevelopment projects, and will encourage the private sector to meet these standards as well.

## **Article III: Responsibilities**

The Committee shall:

1. Engage in matters pertaining to the development of Environmental Performance Standards with particular focus on financially feasible and measurable public sector standards that comply with state and federal requirements.
2. Monitor the formulation and implementation of the standards, and its progress with respect to those standards.
3. Conduct periodic assessments of priorities and needs.
4. Participate in the development of public outreach and education efforts.
5. Provide recommendations to and advise City Council accordingly.

## **Article IV: Membership**

The Committee shall consist of 7 to 17 members. One City Council representative shall serve as an ex-officio member. All Committee members are to be appointed by City Council.

Individuals and groups that might be represented may include, but are not limited to: residents; residential, commercial, and industrial property owners; civic leagues and community groups;

homeowner’s associations; community leaders; business owners; professional engineers, architects, construction and building contractors, and other real estate developers; special interest groups representing matters such as construction and building, economic development, environmental causes, social causes, outdoor recreation, and others; education professionals from

the local schools and city staff. Council shall strive to appoint Committee members with substantive knowledge, technical expertise, or skillsets relevant to the Committee's responsibilities, as well as Committee members who reflect the diversity of the City's population.

The terms of the appointed members shall be for three (3) years and such terms shall be staggered, such that if there were 12 members, then their terms would be staggered in a 4-4-4 format, with four (4) members of the committee coming up for appointment each year. If fewer or more committee members are appointed, City Council shall determine the format in similar proportion.

Appointments to fill vacancies shall be for the unexpired terms. The City Council may remove any appointed member at any time and appoint his or her successor.

## **Article V: Officers**

1. Chair~~man~~
  - a. The Chair~~man~~ shall preside over all meetings of the Committee.
  - b. When necessary, the Chair~~man~~ shall represent the Committee at outside meetings, conferences, and other instances of a similar nature.
  - c. The Chair~~man~~ shall serve as the primary liaison with city staff.
2. Vice-Chair~~man~~
  - a. The Vice-Chair~~man~~ shall perform all duties of the Chair~~man~~ during the absence of the Chairman, or at the request of the Chair~~man~~.

## **Article VI: Meetings**

1. All Committee meetings shall be open to the public.
2. Attendance by a majority of voting members shall constitute a quorum, and minutes shall be kept by city staff of each meeting.

## **Article VII: Voting**

1. All issues to be voted upon shall be stated in the form of a motion.
2. Each Committee member shall have one vote.
3. No absent member shall receive a vote.
4. No member shall abstain from a vote unless the member has a specific conflict of interest in the issue being voted upon.

## **Article VIII: Amendments**

Any of the written bylaws may be amended by City Council. The Committee may recommend amendments to City Council after a regular meeting by a two-thirds vote of the members present, provided that notice of the amendment recommendation has been presented to each member at least thirty days prior to the meeting at which the amendment recommendation will be voted on.