

Stormwater Advisory Committee Bylaws



City of Harrisonburg, Virginia

Article I: Name

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

Article II: Purpose

State and federal regulatory changes and new mandates related to stormwater management will impact city services and will result in new requirements and costs to public and private enterprises in the City.

The City will take a proactive approach to addressing issues related to stormwater management to ensure public health, and to protect properties and waterways from adverse affects that can result from stormwater runoff.

The purpose of this Committee is to provide guidance, oversight and recommendations to City Council and staff in the implementation of a Stormwater Management Program (“Program”) which includes compliance with the Municipal Separate Storm Sewer System (MS4) general permit requirements set forth by the Commonwealth of Virginia and the stormwater utility program.

Article III: Responsibilities

The Committee shall:

- a. Engage in matters pertaining to the MS4 general permit and stormwater utility program.
- b. Monitor the formulation and implementation of the Program including master planning, infrastructure rehabilitation, repair and maintenance, and progress with respect to pollutant reduction requirements established via the MS4 general permit as well as achieving other goals as defined in the MS4 permit.
- c. Monitor the implementation of the stormwater utility ordinance and fee, including evaluating stormwater program budgets, evaluating utility billing rates, and making recommendations to City Council for adjustments as needed.
- d. Provide recommendations to and advise City Council accordingly relative to the program.

Stormwater Advisory Committee Bylaws



City of Harrisonburg, Virginia

Article IV: Membership

The Committee shall consist of five (5) members. All Committee members are to be appointed by City Council. The groups represented should include, but are not limited to:

- a. Residents, civic leagues, homeowners associations.
- b. Institutional and tax exempt entities including colleges and churches.
- c. Business community including residential, commercial and industrial property owners, malls, and business groups.
- d. Professional engineers, real estate developers, and construction contractors.
- e. Special interest groups that represent economic development, environmental or outdoor recreation.

The terms of the appointed members shall be for three (3) years and such terms shall be staggered in a 2-2-1 format, with two (2) members of the committee coming up for appointment every first and second year and one (1) member of the committee coming up for appointment every third year. 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.

One City Council representative shall serve as an ex-officio member.

Article V: Officers

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

Article VI: Meetings

Stormwater Advisory Committee Bylaws



City of Harrisonburg, Virginia

1. Meetings of the Committee shall be held at such times as the Committee may determine.
2. All Committee meetings shall be open to the public.
3. Attendance by a majority of voting members shall constitute a quorum, and minutes shall be kept by city staff of each meeting.
4. A quorum shall consist of three (3) committee members.

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 vote unless 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 majority vote of the members present.