

**RESOLUTION 2006039 OF THE LEWISVILLE TOWN COUNCIL  
AMENDMENT 4 TO  
THE LEWISVILLE BEAUTIFICATION COMMITTEE CHARTER**

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**WHEREAS**, the Town Council established the Community Beautification Committee by resolution on October 22, 1991; and

**WHEREAS**, the Town Council has determined that the Beautification Committee serves a vital community function; and

**WHEREAS**, the Town Council desires to revise the Lewisville Beautification Committee Charter;

**NOW THEREFORE, BE IT RESOLVED THAT THE LEWISVILLE TOWN COUNCIL** amends the charter as follows:

1. **NAME OF COMMITTEE**: The Community Beautification Committee shall now be titled the *Lewisville Beautification Committee* referred to herein as the Committee.
2. **TYPE OF COMMITTEE**: The Committee shall be an advisory committee to the Town Council.
3. **MISSION**: Report on methods and concepts to improve the general appearance and ambiance of the Town of Lewisville.
4. **DEPARTMENT FUNDING**:
  - a. The Committee shall coordinate an annual budget for the Beautification Department with the Town Manager by February 28<sup>TH</sup> of each year.
  - b. Expenditures must follow the town's financial procedures.
5. **MEMBERSHIP**:
  - a. The Committee shall consist of an appropriate number of members, each serving without compensation.
  - b. Citizens wishing to serve on the Committee shall submit a letter of request to the Town Clerk requesting appointment. The Town Clerk will forward to Council for action.
  - c. Committee members shall be appointed by the Council, each to serve a two year term renewable without limitation to the number of consecutive terms.
  - d. In order to foster an environment for new and fresh ideas, a membership goal is to encourage new membership.
6. **TERMS OF APPOINTMENT**:
  - a. Appointments shall be for two years expiring on March 31, following municipal elections.
    - i. In 2006, Council determined that the terms should commence on April 1 and end on March 31 rather than November 30, and extended all terms of then serving members from the date their terms would have expired to the next occurring March 31.
    - ii. Terms in effect as of the date of adoption of this resolution shall be extended to the next occurring March 31.

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- b. The Committee shall have a meetings attendance policy such that a member failing to attend three (3) consecutive, regularly scheduled Committee meetings in one calendar year, or failing to attend any five (5) regularly scheduled Committee meetings in one calendar year shall have his/her appointment automatically revoked unless specifically reviewed and excused by vote of Town Council.
- c. Committee members who wishes to resign their position shall submit any such request to the Town Clerk who shall provide it to Council for acceptance.

7. **COMMITTEE STRUCTURE**

- a. Chairperson: The committee membership shall select from among themselves a chairperson.
  - i. The Chairperson shall serve for two years.
  - ii. The Chairperson shall be selected in April following a municipal election.
- b. Vice-Chairperson: The Committee membership shall select from among themselves a vice-chairperson.
  - i. The Vice Chairperson shall serve for two years.
  - ii. The Vice Chairperson shall be selected in April following a municipal election.

8. **EX-OFFICIO MEMBERSHIP:** Persons occupying the following positions shall, by appointment to the position, serve in an ex-officio capacity on the Committee:

- a. Town Manager or designee

9. **PROJECTS:**

- a. Projects may be assigned by the Town Council or suggested by the Committee; however, project implementation shall be subject to approval of the Town Council.

10. **MEETINGS**

- a. The Committee shall establish its own regular meeting schedule.
- b. The Committee shall be required to meet at least six (6) times annually.
- c. All Committee meetings are subject to the North Carolina Open Meetings Statutes.
- d. The Committee meetings schedule shall be provided to the Town Clerk who shall make all the necessary announcements and postings.
- e. 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 and distribution to Council.

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- f. Three members, one of which must be the Chairperson or Vice-Chairperson, constitute a quorum.
- 11. **MEETING NOTICES:** The Chairperson shall coordinate and request the Town Clerk to announce meetings of the *Lewisville Beautification Committee*.
- 12. **REPORTS:**
  - a. The Committee Chairperson shall submit an annual report of its activities and other important matters to the Town Council at its monthly regular council meeting in July each year.
  - b. The Committee Chairperson shall submit to Council a quarterly report of activities related to the Comprehensive Plan in January, April, July and October.
  - c. Special reports will be submitted as required to Town Council upon request.

**Chartered October 22, 1991  
Amendment 1 December 1, 1994  
Amendment 2 December 12, 2002  
Amendment 3 December 11, 2003  
Amendment 4 June 8, 2006**

**Adopted this the 8<sup>th</sup> Day of June, 2006 by the Lewisville Town Council.**

ATTEST:

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Joyce C. McWilliams Walker, Town Clerk

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Thomas J. Lawson, Mayor