BOARD OF SUPERVISORS
COUNTY OF NEW KENT
VIRGINIA

R-23-12

At the regular meeting of the Board of Supervisors of the County of New Kent in the Boardroom of the Administration Building in New Kent, Virginia, on the 14th day of May, 2012:

Present:	Vote:
Thomas W. Evelyn	Aye
C. Thomas Tiller	Aye
Ron Stiers	Aye
W. R. Davis, Jr.	Aye
James H. Burrell	

Motion was made by Mr. Davis, which carried 5:0, to adopt the following resolution:

A RESOLUTION CHARTERING
THE NEW KENT COUNTY
PURCHASE OF DEVELOPMENT RIGHTS ADVISORY COMMITTEE

WHEREAS, the Board of Supervisors recognizes that land conservation is important to New Kent County (hereafter "the County" and promoted in the Comprehensive Plan; and

WHEREAS, the Board of Supervisors recognizes the importance of promoting the County's Purchase of Development Rights program; and

WHEREAS, the Board of Supervisors recognizes that the creation of the following is governed by New Kent Code Section 84.6;

NOW THEREFORE, the Board of Supervisors charters the Purchase of Development Rights Advisory Committee.

Charter

The Committee shall be known as the "New Kent County Purchase of Development Rights Advisory Committee" (hereafter "the Committee").

Purpose. The Committee's purpose is to promote the County's Purchase of Development Rights Program (hereafter "Program") in cooperation with the Program Administrator by providing educational materials to the public and conducting informal meetings.

Public Body. The Committee is a public body for the purposes of the Virginia Freedom of Information Act.

Duration. The Committee shall exist until January 31, 2016, by which time the Board of Supervisors shall renew the Committee's charter as deemed necessary by the Board of Supervisors or as required by New Kent Code Section 84.6.

Membership. Each District Supervisor shall appoint one member to the Committee. In addition, the Board of Supervisors shall appoint two at-large members. All members should be, but are not required to be, knowledgeable in the fields of conservation, conservation biology, real estate and/or rural land appraisal, farming and forestry and may also be a member of conservation easement holding agencies and conservation organizations.

Each district member and each at-large member shall serve three years in alternating terms, with the terms of three members expiring one year, and the terms of two members expiring every other year. Vacancies shall be filled by the Board of Supervisors for the unexpired term only. Members shall serve without compensation, but may, at the discretion of the Board of Supervisors, be reimbursed for expenses necessarily incurred in the performance of Commission business.

Duties of the Committee. The Committee has a duty to the citizens of the County to promote the Program in cooperation with the Program Administrator. The Committee also has the duty to:

- Providing educational materials to the public and conducting informal meetings.
- Appoint an Appraisal Review Committee.

Powers of the Committee. The Committee may engage in the following activities in order to fulfill their duties:

- Periodically review the Program's regulations, guidelines, administrative procedures and promotion and recommend any changes needed to maintain the Program's consistency with the Comprehensive Plan or to improve the administration, implementation and effectiveness of the Program.
- Review the rankings of applications and make recommendations to the Board of Supervisors as to which development rights on certain properties should be purchased.

Officers. The Committee shall have three (3) officers: a Chairman, a Vice Chairman, and a Secretary. The Chairman and Vice Chairman shall be members. The Secretary need not be a member. Officers will be nominated by the Commission at the first meeting of each calendar year, and each officer shall serve a one (1) year term.

Duties and Powers of Officers. The Chairman shall preside at all meetings, make committee appointments, and shall carry out other duties as may be assigned by the Committee. The Vice Chairman shall perform any of these duties in the Chairman's absence or incapacitation. The Secretary shall keep all records for the Committee.

Meetings. Regular meetings of the Committee shall be held as needed at a time and place determined by the Committee and the Program Administrator.

Quorum. A majority of the members of the Committee shall constitute a quorum.

Voting. A decision on new business shall be made by a majority of all members. All other decisions shall be made by a majority of members present and voting. All votes shall be made by voice vote with the Chairman casting the last vote.

Procedure. Except as otherwise specified, proceedings of the Committee shall be governed by the most recent Robert's Rules of Order. An appeal from a ruling of the Chairman may be taken by any member and shall be determined by a majority of those members present. The Chairman shall be permitted to make motions and vote on all questions. Meetings of the Committee shall proceed in the following order: Call to order, Roll Call, Approval of Minutes, Unfinished Business, New Business, Adjournment.

Subcommittees and Working Groups. The Chairman shall appoint a chairman of all committees established by the Committee within thirty (30) days of that committee's creation. The Chairman of each committee shall then appoint the members of that committee. Before becoming members, the committee chairman's appointees will need a majority vote of the Committee.

Fiscal Year. The Fiscal Year of the Committee shall run from July 1through June 30.

Required Reports. The Committee shall present an annual report of the Committee's activities to the Board of Supervisors during a regular work session.

Amendments. Any amendments to the Charter shall be submitted to the Board of Supervisors for approval.

Effective Date. This Charter is effective upon passage.

Adopted this 14th day of May, 2012.

G. Cabell Lawton, IV
County Administrator

James H. Burrell
Chairman