

RESOLUTION #2020-04

AMENDMENT TO RESOLUTION REGARDING POLICIES OF COMMITTEES OF TOWN COUNCIL

WHEREAS, it is important that the governing body of the Town of James Island be organized to provide a forum for detailed analysis and exploration of Town wide issues; and

WHEREAS, Mayor and Council have developed proposals and policies regarding the formation and implementation of Town Committees; and

WHEREAS, these Committees will assist the Town in delivering public services that are responsive to the needs of the Town and community.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF JAMES ISLAND SOUTH CAROLINA THAT:

Section 1. Attachment "A" entitled "Policies Regarding Committees of Town Council" is hereby approved and adopted.

Section 2. This Amendment becomes effective upon its adopted by Council.

Enacted this 20th day of February 2020.



Mayor

ATTEST



Frances Simmons
Town Clerk

**POLICIES REGARDING COMMITTEES OF TOWN COUNCIL
TOWN OF JAMES ISLAND, SOUTH CAROLINA**

Committees of the Town Council consist of some or all members of Town Council, including the Mayor. Unless otherwise specified, committees of Town Council will be a committee of the whole, including all members of Council and the Mayor. The Chairperson of each committee of Town Council will be elected by Town Council, including the Mayor.

Purpose of the Committees of Town Council is to organize the work of Town Council, allowing the Chairperson of each Committee to concentrate on an area of interest and expertise. This includes 1) Working with the Mayor and Town Administrator in developing policies and programs in the area of responsibility; 2) Serving as Council Liaison to relevant Citizen's Advisory Councils, Boards, or Commissions; 3) Making Reports to Town Council and make motions regarding ordinances and resolutions related to the Committee's area of responsibility.

<u>Committee:</u>	James Island Land Use Committee
Committee Type:	Committee of the Whole
Chairperson:	Selected by Town Council
Established by:	Resolution
Meetings:	Determined by Chairperson
Council Liaison To:	Planning Commission and Board of Zoning Appeals

<u>Committee:</u>	James Island Environment and Beautification Committee
Committee Type:	Committee of the Whole
Chairperson:	Selected by Town Council
Established By:	Resolution
Meetings:	Determined by Chairperson
Council Liaison To:	James Island Pride

<u>Committee:</u>	James Island Public Safety Committee
Committee Type:	Committee of the Whole
Chairperson:	Selected by Town Council
Established By:	Resolution
Meetings:	Determined by Chairperson
Council Liaison To:	Neighborhood Council

<u>Committee:</u>	James Island Children's Committee
Committee Type:	Committee of the Whole
Chairperson:	Selected by Town Council
Established By:	Resolution
Meetings:	Determined by Chairperson
Council Liaison To:	Children's Council

<u>Committee:</u>	James Island Business Development
Committee Type:	Committee of the Whole
Established by:	Resolution
Meetings:	Determined by Chairperson
Council Liaison to:	Business Development Council

Committee: James Island History Committee
Committee Type: Committee of the Whole
Chairperson: Selected by Town Council
Established By: Resolution
Meetings: Determined by Chairperson
Council Liaison To: James Island History Council

Committee: Drainage Committee
Committee Type: Committee of the Whole
Chairperson: Selected by Town Council
Established By: Resolution
Meeting: Determined by Chairperson
Membership: Includes Ex-Officio members from neighboring jurisdictions

Committee: Trees Advisory Committee
Committee Type: Committee of the Whole
Chairperson: Selected by Town Council
Established By: Resolution
Meetings: Determined by Chairperson
Council Liaison to: James Island Trees Advisory Council

1. The Chairperson of a Committee of Council can call meetings, planning sessions or workshops as needed. A quorum of the committee shall be a majority. These will be arranged with the Town Clerk. However, whenever possible, the work of the committee should be done in conjunction with regular Town Council meetings. The Chairperson of a committee should request that necessary items be added to the agenda of a regular Town Council meeting.
2. All items of business, particularly ordinances and resolutions, can be directly considered by Town Council. It is never necessary that an item of business be approved by vote of a Committee before consideration by Town Council.
3. The Chairperson will usually be expected to make initial motions for approval or disapproval and speak to items of business related to the area of responsibility of a Committee of Town Council. However, each member of Council and the Mayor always retain the right to add items to the agenda, make motions, and speak to any item of business including ordinances and resolutions.
4. Unless otherwise specified, all Committees of Town Council are committees of the whole—made up of all members of Council including the Mayor. A member of Council may resign his or her position on a committee by written notification to the Mayor.
5. The Chairman of a Committee of Town Council is elected by majority vote of Town Council, including the Mayor. A Chairman of a Committee of Council may also be removed by majority vote of Town Council.
6. The Chairperson of a Committee of Council serves as the Council Liaison to one or more Citizen's Advisory Councils, including Boards, and Commissions. As appropriate, the Chairperson of the Committee of Council, as Liaison, works with the Chairperson of the Citizens Advisory Councils, in cooperation with the Mayor and Town staff, to develop programs and projects for the benefit of the Town.
7. The Council Liaisons should give periodic reports to Town Council on the plans and activities of the Citizen's Advisory Councils or Committees in their area of responsibility. The Mayor, or a majority of Town Council, may request a report by the Chairperson of a Citizen's Advisory

Council. The Chairperson of a Citizen Committee may ask to make a report or presentation at the regular meetings of Town Council.