

**CHARTER OF THE CARTERET COUNTY PUBLIC WATER ACCESS
COMMITTEE**

SECTION 1: CREATION, NAME, NUMBER OF MEMBERS

The Carteret County Public Water Access Committee is composed of thirteen (13) members consisting of the following representation:

1. A Carteret County Commissioner designated by the Board of Commissioners
2. Seven (7) members appointed by Carteret County Commissioners
3. One (1) at-large voting member appointed by the Board of Commissioners
4. The Director of Parks and Recreation as an ex-officio, non-voting member
5. The County Manager or his designee as an ex-officio, non-voting member
6. A representative of the NC Department of Transportation as an ex-officio, non-voting member
7. A representative of the NC Wildlife Resources Commission as an ex-officio, non-voting member
8. An at-large, ex-officio, non-voting member, appointed by the Board of Commissioners to serve a one year term or at the pleasure of the Board.

SECTION 2: MISSION

The Mission of the Public Water Access Committee shall be to consider and make formal recommendations to the Carteret County Board of Commissioners regarding issues concerning public water access locations and facilities appropriate to serve the general public throughout Carteret County and to

SECTION 3: ASSIGNMENTS

The Public Water Access Committee is tasked by the Board of Commissioners to:

1. Review and making recommendations on potential sites for water access points and areas within the county;
2. Review and make recommendations on Capital Improvement Projects for existing water access points and areas;
3. Shall serve as the official public water access representative to the Carteret County Board of Commisisoners;
4. Review and make recommendations concerning potential grants to be used to acquire land and develop facilities as water access points
5. Study and make recommendations of all existing water access points and areas in Carteret County as to their adequacy.

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SECTION 4: LENGTH OF APPOINTMENTS

Initial appointments to the Public Water Access Committee shall be as follows:

1. Voting members appointed to the Carteret County Public Water Access Committee by Commissioners shall serve staggered four-year terms. Initially four members appointed by Commissioners most recently seated on the Board shall serve for four (4) years, and the three others shall serve an initial term of two (2) years.
2. Thereafter, all appointments shall be for terms of four (4) years.
3. Members of the Public Water Access Committee shall be eligible for reappointment but not to exceed two (2) consecutive four (4) year terms.
4. When a member is appointed to fill a vacancy where more than one-half of the term has already expired, that member shall be eligible for reappointment for two consecutive terms.

SECTION 5: ATTENDANCE OF MEMBERS

An appointed member of the Public Water Access Committee who misses more than three consecutive regular meetings shall be deemed to have tendered his or her resignation as a member of the Carteret County Public Water Access Committee. The Board of Commissioners may take no action to reappoint that member or may replace the member as in case of a vacancy. Absence due to sickness or other emergencies of like nature shall be regarded as excused absences and shall not affect the member's status on the Committee except that in the event of an illness that causes a prolonged absence, the member may be replaced.

SECTION 6: OFFICERS AND DUTIES

A. Chair

1. The Public Water Access Committee will elect a Chair annually among the voting membership.
2. The position of chair shall be a voting position. The role of the Chair shall be to guide the Public Water Access Committee as it carries out its various roles. The Chair will keep the Public Water Access Committee members focused and offer advice as needed.
3. The Chair will serve as the presiding officer of all Public Water Access Committee meetings.
4. As presiding officer, the Chair shall have the following powers:
 - To rule motions in or out of order, including any motion offered for obstructive or other purposes.
 - To determine whether a speaker has gone beyond reasonable standards of courtesy in his/her remarks.
 - To call a brief recess at any time.

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5. A decision by the presiding officer under any of the powers listed may be appealed to the Public Water Access Committee upon motion of any member. Such a motion is in order immediately after a decision under those powers is announced and at no other time. The motion, if timely made, may not be ruled out of order.

B. Vice-Chair

1. The Public Water Access Committee will select a Vice-Chair annually from among the voting members.
2. The position of Vice-Chair shall be a voting position.
3. The role of the Vice-Chair shall be to serve as the presiding officer of the Public Water Access Committee in the absence of the Chair.
4. While serving as the presiding officer, the Vice-Chair shall have the same powers as the Chair.

C. Secretary

The Carteret County Parks and Recreation Director shall serve as an Ex-Officio non-voting member of the Carteret County Public Water Access Committee and serve as Secretary.

There is no limit on how many times a Commission member might be elected an officer. In the event an officer's appointment to the Commission is terminated, a successor shall be elected by the Commission at the meeting following the termination of the officer's service for the balance of the officer's term.

SECTION 7: MEETINGS

The Public Water Access Committee shall meet as needed to accomplish its mission as designated by the Chair. Each member is responsible for attending all regular Public Water Access Committee meetings unless excused by the Chair.

A. Regular Meetings

The Public Water Access Committee shall hold a regular meeting each alternating month, or in accordance with another schedule approved by a majority of the Public Water Access Committee. The meetings will be conducted at a location designed by a vote of the members

B. Special Meetings

The Chair may call for a special meeting if the Chair determines that delaying Public Water Access Committee consideration of an issue would be contrary to public interest.

C. Meeting Notice – Regular Meetings

A current schedule specifying the time, date and place of the Public Water Access Committee regular meetings for the calendar year will be kept on file with the Deputy Clerk to the Board of Commissioners. Any revision to the schedule will

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be sent to the Deputy Clerk at least seven calendar days before the first meeting to be held under the revised schedule.

D. Meeting Notice – Special Meetings

For any Public Water Access Committee meeting to be held at a time or place other than those shown on the filed schedule of the Public Water Access Committee's meeting, a written notice of the date, time, place and purpose will be sent to the Deputy Clerk to the Board of Commissioners at least three calendar days before the meeting.

E. Quorum

1. A simple majority of the full membership of the Public Water Access Committee will constitute a quorum of Public Water Access Committee members. A quorum is required to transact any Public Water Access Committee business other than to adjourn.
2. The Chair may not call a meeting to order until such time as a quorum is present unless, after waiting a reasonable time past the meeting's scheduled starting time, the Chair determines that there is no hope of obtaining a quorum. In that case, the Chair will call the meeting or order, note the lack of a quorum, and adjourn the meeting.
3. If a quorum ceases to be present at any time during a meeting, the Chair will note the lack of a quorum, order the cessation of business, and adjourn the meeting.

SECTION 8: Conduct of Meetings

1. In accordance with the State's open meeting law, all official meetings of the Carteret County Public Water Access Committee will be open to the general public and any person is entitled to attend.
2. As presiding officer, the Chair may take whatever actions necessary to provide opportunity for discussion on issues, focus comments and discussion on issues being considered, ensure orderly meetings, and ensure the efficient disposition of issues before the Public Water Access Committee.
3. Any voting member of the Public Water Access Committee may make a motion, no second is required.
4. A substitute motion is out of order while another substantive motion is pending.
5. A motion shall be adopted by a simple majority of the votes cast, unless otherwise required by the laws of North Carolina.
6. After a motion is made, the Chair shall state the motion and then open the floor for debate. The Chair shall preside over the debate according to the following general principles:
 - The maker of the motion is entitled to speak first.
 - A member who has not spoken on the issue shall be recognized before someone who has already spoken.

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- To the extent possible, the debate shall alternate between proponents and opponents of the motion.
7. A motion that is defeated may be renewed at any later meeting unless a motion to prevent reconsideration has been adopted.
 8. The introducer may withdraw a motion at any time before it is amended or before the Chair puts the motion to a vote, whichever occurs first.

Section 9: Minutes

1. The minutes of the Public Water Access Committee meetings represent the official record of the Public Water Access Committee's discussions and actions.
2. The Carteret County Parks and Recreation Department will prepare minutes for the Public Water Access Committee's meetings. The minutes will state which members were present and which members were absent.
3. The minutes will briefly summarize the content of each item before the Public Water Access Committee, state who made and seconded motions, and record the votes on each item.
4. Public Water Access Committee meeting minutes will be on file in the Carteret County Parks and Recreation Office and may be inspected by any person at all reasonable times.

Adopted by the Carteret County Board of Commissioners this 14 day of August 2006.

CARTERET COUNTY BOARD OF COMMISSIONERS

Doug Harris, Chairman

ATTEST:

Jeanette Deese, Deputy Clerk