

**CHARTER AGREEMENT
CENTRAL SHENANDOAH PLANNING
DISTRICT COMMISSION**

This Charter Agreement to organize a Planning District Commission made this 30th day of September, 1969, by and between the undersigned governmental subdivisions as authorized by the Virginia Area Development Act (Title 15. 1, Chapter 34, Sections 15. 1400, et seq. , Code of Virginia, as amended).

NOW, THEREFORE, it is agreed that:

**ARTICLE I
NAME, LOCATION, AUTHORITY, PURPOSE**

SECTION 1. The name of this organization shall be the Central Shenandoah Planning District Commission, hereinafter called the "COMMISSION."

SECTION 2. The principal office of the COMMISSION shall be in Staunton, Virginia. The location of the principal office may be changed by the concurrence of three-fourths of the COMMISSION membership provided; however, that the clerk of the governing body of each member governmental subdivision has been notified of the contemplated relocation in writing at least thirty (30) days before such a meeting.

SECTION 3. The COMMISSION shall be a public body corporate and politic with all powers and duties granted to it by the Virginia Area Development Act.

SECTION 4. The purpose of the COMMISSION shall be to promote the orderly and efficient development of the physical, social, and economic elements of the Planning District by planning, encouraging, and assisting governmental subdivisions to plan for the future.

**ARTICLE II
MEMBERSHIP**

SECTION 1. The membership of the Central Shenandoah Planning District Commission shall be composed of one or more representatives of the member governmental subdivisions, the number of members from each governmental subdivision to be determined on the basis of population as follows:

POPULATION

1 to 15,000	One member who is an elected member of his governing body.
15,001 to 30,000	One additional member who holds no office elected by the people.
30,001 to 45,000	One additional member who is an elected official of his governing body.
45,001 to 60,000	One additional member who holds no office elected by the people.
60,001 to 75,000	One additional member who is an elected official of his governing body.
75,001 to 90,000	One additional member who holds no office elected by the people.
90,001 to 105,000	One additional member who is an elected official of his governing body.
105,001 to 120,000	One additional member who holds an office elected by the people.
120,001 to 135,000	One additional member who is an elected official of his governing body.
135,001 to 150,000	One additional member who holds no office elected by the people.

And for the population over 150,000, additional members in the pattern set forth in the chart above.

This table is established to assure that a majority of the COMMISSION members shall be elected officials of the governing bodies of the governmental subdivisions. In determining the population of counties, the numerical total shall be exclusive of participating towns who have a population of three thousand, five hundred; said towns are eligible to have one representative.

SECTION 2. The population on which representation on the COMMISSION is based, shall be estimated annually by using the latest available estimate of the Tayloe Murphy Institute of the University of Virginia. If the COMMISSION representation of a governmental subdivision is determined to be subject to change, such change shall become effective on the 1st day of July immediately following such determination. (a)

SECTION 3. Vacancies on the COMMISSION shall be filled for the unexpired term in the same manner as the original appointment was made.

SECTION 4. Any member of the COMMISSION shall be eligible for reappointment but may be removed for cause by the governing body which appointed him.

ARTICLE III
APPOINTMENTS, TERMS OF OFFICE
AND VOTING RIGHTS

SECTION 1. Members of the COMMISSION shall be appointed by the governing body of each governmental subdivision.

SECTION 2. The terms of office of COMMISSION members who are also members of governing bodies shall be three years or until their successors have been appointed. In the event any elected member of the COMMISSION shall cease to be an elected member of the local governing body which he represents, he shall also cease to be a member of the COMMISSION. The appropriate governing body shall, within 30 days, appoint a successor to succeed him for his unexpired term.

SECTION 3. The term of office of non-elected members of the COMMISSION shall be three years.

SECTION 4. Each member shall serve for a term of three years, or until a successor shall have been appointed. (b)

- The terms of the elected appointees representing the governing bodies of the first three political jurisdictions in alphabetical order shall terminate June 30, 1970. The terms of the elected appointees of the fourth, fifth, and sixth jurisdictions in alphabetical order shall terminate June 30, 1971. The terms of the elected appointees of the seventh, eighth, ninth, and tenth jurisdictions in alphabetical order shall terminate June 30, 1972.
- The terms of the non-elected appointees of the seventh, eighth, ninth, and tenth political jurisdictions in alphabetical order shall terminate June 30, 1970. The terms of the non-elected appointees of the fourth, fifth, and sixth jurisdictions in alphabetical order shall terminate June 30, 1971. The terms of the non-elected appointees of the first, second, and third jurisdictions in alphabetical order shall terminate June 30, 1972.

SECTION 5. Each member of the COMMISSION shall have one equal vote on all matters before the COMMISSION, but may exercise his vote only in person and during any official meeting of the COMMISSION, regular, special, or otherwise.

SECTION 6. The governing body of each governmental subdivision may appoint an alternate to serve as a member of this COMMISSION, for such terms as

that governing body shall set, in lieu of one member of this COMMISSION who is also a member of that governing body. (c)

ARTICLE IV OFFICERS

SECTION 1. The officers of the COMMISSION shall consist of a Chairman, Vice Chairman, Secretary, and Treasurer who shall be elected by and from the membership of the Executive Committee during a meeting called for said purpose, on or before July 1st following each biannual election of the Executive Committee. (d)

SECTION 2. The term of each office shall be two years commencing on July 1st of each even numbered year. An officer shall be eligible to succeed himself for one additional term. The Chairman and Vice Chairman shall be elected officials. (e) (i)

ARTICLE V ADDITION OR WITHDRAWAL OF MEMBERS

SECTION 1. Any governmental subdivision within the Central Shenandoah Planning District, which is not a party to this Charter Agreement at the effective date thereof may, thereafter, join the COMMISSION provided that such governmental subdivision is eligible for membership and that it adopt and executes this Agreement.

SECTION 2. Any governmental subdivision may withdraw from the COMMISSION by submitting to the COMMISSION, in writing, at least ninety (90) days before the end of the COMMISSION'S then current fiscal year, a notice of intent to withdraw. Such withdrawal shall not become effective until the COMMISSION'S fiscal year has ended.

ARTICLE VI APPOINTMENT OF AN EXECUTIVE COMMITTEE AND ADOPTION OF BYLAWS

SECTION 1. The COMMISSION shall elect an Executive Committee with such powers as are granted in this Charter and the Bylaws of the COMMISSION or are otherwise delegated to it by the COMMISSION, provided that these powers are not inconsistent with provisions of the Virginia Area Development Act. (f)

SECTION 2. The COMMISSION may adopt Bylaws and such other rules as it deems

necessary to govern its operations.

ARTICLE VII MEETINGS

SECTION 1. The COMMISSION shall hold regular meetings on a schedule which will be determined by the membership.

SECTION 2. Meetings of the COMMISSION shall be open to the public; however, the COMMISSION may hold executive meetings. All meetings of the COMMISSION and committees thereof shall be conducted in accordance with the provisions of the Virginia Freedom of Information Act. (g)

ARTICLE VIII AMENDMENTS

SECTION 1. All proposed amendments shall be submitted to the COMMISSION for its review. The COMMISSION shall have thirty (30) days from the time it received a proposed amendment in which to submit its comments to the member governmental subdivisions. No action involving an amendment to this Charter may be taken within said thirty (30) day period. This Charter Agreement may be amended, supplemented, or superseded only by concurring resolutions from at least three-fourths of the member governmental subdivisions. (h)

ARTICLE IX DATE OF ORGANIZATION

SECTION 1. The organization of the Central Shenandoah Planning District Commission shall be effective on the 30th day of September 1969, or at such time after this date when the Charter Agreement has been adopted and signed by that governmental subdivision whose population, when added to the aggregate population of those who have already adopted and signed the Charter Agreement, embraces the majority of the population within the Central Shenandoah Planning District Commission.

