

GUIDELINES

for the

TOWN of SPRING LAKE

POE AVENUE BRIDGE NAMING AD HOC COMMITTEE

WHEREAS the Town of Spring Lake, hereinafter referred to as the "Town" has appointed a committee in order to develop a recommended name for the Poe Avenue Bridge.

WHEREFORE, pursuant to Chapter 160A, Article 19, Part 7, said committee is hereby organized and constituted as follows:

I

NAME

The name of the committee is the **Poe Avenue Bridge Naming Ad Hoc Committee**.

II

PURPOSE

The purpose of this ad hoc committee shall be to conduct historical research, solicit community input, and develop a slate of recommended names (at least three) for the Poe Avenue Bridge that represents the community.

III

MEMBERS

The committee shall consist of five (5) members to be appointed by the **Board of Aldermen**. The term of the members will conclude once the ad hoc committee has made their recommendations to the Board of Aldermen. All members shall be residents of the Town of Spring Lake or Municipal influence area and shall serve without compensation.

IV

OFFICERS

The membership of the committee shall elect a chairperson, a vice-chairperson and a secretary whose duties shall be as follows:

Chairperson: The chairperson shall conduct all meetings of the ad hoc committee.

Vice-chairman: The vice-chairperson shall serve in the place of the chairperson if the chairperson is absent or otherwise unable to fulfill the duties of chairperson.

Secretary: The secretary shall record the minutes of all meetings of the ad hoc committee. With the concurrence of the chairperson, the secretary shall prepare draft agendas for all meetings, provide

appropriate public notice of meetings to the Town Clerk, and perform such other clerical duties as necessary for the ad hoc committee.

V

FUNCTIONS

The committee shall have the following functions and duties: conduct historical research on the Town of Spring Lake, solicit input from community members, and develop a recommendation to the Board of Aldermen on a name for the Poe Avenue Bridge.

VI

MEETINGS

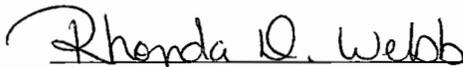
The ad hoc committee shall meet on a regular basis in order to complete their recommendations to the Board of Aldermen within ninety days of convening their initial meeting. The meeting date, time, and place shall be as determined by the members at their first meeting. The chairperson may call other meetings at his/her discretion upon giving proper notice to the other members and the public in accordance with law.

Approved this 28th day of March, 2016.



Chris V. Rey
Mayor

ATTEST:



Rhonda D. Webb, MMC, NCCMC
Town Clerk

