

## ECONOMIC VITALITY BYLAWS

### ARTICLE I.

#### TOWN OF EAGLE ECONOMIC VITALITY COMMITTEE BYLAWS PURPOSE.

The purpose of the Town of Eagle Economic Vitality Committee (the "Committee") is to provide additional expertise to the Town Council and the Town Manager necessary to enhance and facilitate economic development in the Town, and to act as a catalyst between the Town, developers, residents and the business community to expand and improve the Town's economic climate within the context of the Town's commitment to social and environmental objectives.

### ARTICLE II. MEMBERS.

- A. Number; Term. The Committee shall consist of not more than 7 voting members appointed by the Town Council to 2-year terms. Other non-voting members of the Committee shall consist of An Alternate, Council Member, the Town Manager and other appropriate Town staff. Voting members of the Committee shall be residents of the Town, own real property or own a business within the Town or employed within the Town limits in order to be eligible for appointment. The Alternate will participate fully in meetings, serve in a two-year term, and vote only when there is an absence of a regular member of the committee. Voting members may be reappointed by the Town Council but shall serve no more than 3 successive 2-year terms.
- B. Application; Appointment. The Town Manager shall establish an application process for prospective Committee members, including public notice. The Town Manager shall then present a list of candidates to the Town Council from qualified applicants. The Town Council may interview some or all of the applicants and may consider recommendations made by current Committee members. The Town Council shall then vote on the appointment of members by written ballot, with such ballots being tallied by the Town Clerk, followed by a motion to appoint the highest vote-getters and a voice vote on that motion. The written ballots shall include the name of the person voting and shall be public records, as required by the Colorado Open Records Act, C.R.S. § 24-72-200.1, et seq.
- C. Removal. Committee members may be removed by a majority vote of the Town Council for neglect of duty, conflict of interest or malfeasance in office, after notice and an opportunity to be heard.
- D. Vacancies. Vacancies shall be filled in the same manner as appointments.

### ARTICLE III. OFFICERS.

- A. Chair. The Committee shall be led by a Chair, who shall be elected by the voting members of the Committee at the Committee's first meeting of each calendar year. The Chair shall be responsible for scheduling and leading the Committee meetings and activities.
- B. Other Officers. The Committee shall elect a Secretary at the same time and in the same manner as it elects a Chair. The Committee may elect a Vice-Chair through the same method, who shall assume the duties of the Chair in the Chair's absence.
- C. Committee Coordinator. The Committee shall appoint one of its voting members as the Committee Coordinator, who shall act as a liaison between the Committee and the Town

Council and Town Manager. The Chair, Secretary or Vice-Chair may serve concurrently in the role of Committee Coordinator.

#### ARTICLE IV. AUTHORITY AND DUTIES.

- A. Authority. The Committee is authorized to take any of the following actions, consistent with its purpose:
  1. Make recommendations to the Town Council regarding economic development programs and priorities which may help strengthen Town and business partnerships and attract new business;
  2. Promote economic vitality and business development in the Town; and
  3. Encourage development which provides employment opportunities for existing and future residents and provides for a diverse and stable economic base.
- B. Duties. In exercising its Authority, the Committee shall perform the following duties:
  1. Present a semi-annual written report to the Town Council on the ongoing projects under review by the Committee;
  2. Provide input to the Town Manager regarding provisions of the Town's Building Code or Land Use Code which may hinder economic development;
  3. Formulate and evaluate new economic development strategies and policies in furtherance of the economic development goals adopted by the Town Council;
  4. Review planned economic proposals and proposed developments in the Town, upon request by the Town Manager; and
  5. Perform any other activities related to economic vitality that could promote a positive economic environment in the Town or will help with the implementation of the Town's economic and strategic business plan, as assigned by the Town Council or Town Manager.

#### ARTICLE V. PARTNER ORGANIZATIONS.

To encourage collaboration, the Committee shall have partner organizations whose representatives may also participate in Committee meetings in a non-voting, advisory manner. There shall be no limit to the number of partner organizations invited to attend and participate in the Committee's meetings.

#### ARTICLE VI. MEETINGS.

- A. Public Meetings. All Committee meetings shall be open to the public, and noticed as required by the Colorado Open Meetings Law, C.R.S. § 24-6-401, et seq. Upcoming agendas shall be posted on the Town's website.
- B. Regular Meetings. Regular meetings shall be held monthly at the Eagle Town Hall, unless determined by a majority vote of the Committee as necessary and appropriate to meet at another location. The Chair may cancel any regular meeting when there is no business to be conducted by the Committee.
- C. Special Meetings. Special meetings may be called by the Chair or upon written request of 3 members of the Committee filed with the Secretary. The purpose of the meeting shall be stated at the time of the request.
- A. Minutes. Action minutes shall be kept for all Committee meetings. Approved minutes shall be posted on the Town's website.

B. **Quorum.** A majority of the total number of members then holding office shall constitute a quorum of the Committee for purposes of conducting business, and a majority vote of those present shall be necessary to carry any proposition.

**ARTICLE VII. EXPENSES.**

- A. **Staff Assistance.** The Town Manager may make available to the Committee adequate facilities, staff assistance and discretionary funds to assist with the administrative functions and expenses of the Committee.
- B. **Budget.** Upon request of the Committee, the Town Council may budget a portion of funds for administrative costs associated with the Committee's duties or meetings. The Committee Coordinator shall work with the Town Manager as needed to propose a Committee budget to the Town Council in a similar format as other Town Departments. Use of funds budgeted for the Committee may be reviewed and discussed by the Committee, but no formal action is required by the Committee regarding budgeting or use of such funds.

**ARTICLE VIII. AMENDMENTS.**

These Bylaws may be amended by resolution of the Town Council in its sole discretion.

**ARTICLE IX. SEVERABILITY.**

If any part, section, subsection, sentence, clause or phrase of these Bylaws is for any reason held to be invalid, such invalidity shall not affect the validity of the remaining provisions.

**ARTICLE X. DISSOLUTION.**

The Committee may be dissolved by resolution of the Town Council in its sole discretion.

Resolution 22-2019 - Adoption

Resolution 27-2020 - Amended