

BYLAWS
Mountain Village Business Development Advisory Committee

ARTICLE I
FORMATION

Creation and Name. The name of this Committee, organized by the Town of Mountain Village (“Town”), shall be the Mountain Village Business Development Advisory Committee (“BDAC”), which BDAC is authorized by Town Council to perform the tasks set forth herein. The BDAC shall not have any binding authority on the Town or Town Council and its scope of rights to provide non-binding recommendations shall be limited as specifically set forth herein.

ARTICLE II
DUTIES AND RESPONSIBILITIES

Duties and Responsibilities. BDAC shall advise and make recommendations to Town Council on matters related to economic development which include but are not limited to economic development incentives through state and town resources, current business climate, business attraction and retention, marketing opportunities, and other initiatives that may promote economic development.

The Committee shall assist with providing input and expertise on ways to encourage and help businesses and individuals to invest in the Town, create jobs, and increase the tax base, which ultimately leads to a better quality of life for community residents, businesses and visitors.

The charge to the committee is to provide the following:

- Work in a coordinated fashion, respect all points-of-view and, in carrying out its duties and tasks, shall adhere to the town’s comprehensive plan as well as the values and mission of the Town of Mountain Village.
- To provide a means for dialogue between the Town and community stakeholders.
- Be knowledgeable local business, financial, or development related individuals that have unique insights on the best ways to promote continued investment in the Town of Mountain Village.
- Review and understand the Town’s current economic development incentives.
- Advise on other tools that could be used to encourage economic development opportunities.

- To promote intergovernmental and public/private cooperation on business development policies
- To research and apply for grants that would benefit the Town's incentives
- Annually set goals and measures
- Annual budget development beginning for 2020 subject to review and approval by the Town Council
- Public outreach

ARTICLE III MEMBERSHIP

Appointments. The Committee shall consist of no less than five members, each of whom shall be appointed by Town Council and reflect the following membership:

- Two Councilors
- A Town Business Development staff representative
- A Town Planning and Building staff representative
- One member of Telluride Mountain Village Owners Association (TMVOA)

Purpose. The responsibilities of the Committee members are outlined in Article II. Town Council may add additional tasks at their discretion.

Term. Committee members shall serve for two years and three years as follows:

- One Council member and one merchant shall serve two-year terms.
- One Council member, and the TMVOA representatives shall serve three-year terms.
- All Town staff shall serve three-year terms.

Replacement. Upon the vacation of a Committee member seat, the replacement Committee member(s) shall be appointed by the Town Council following the same process as the original appointment set forth in Article III, Section 1 above.

Removal. A Committee member may be removed from the Committee by a majority vote of Town Council, for good cause only. The Committee Chairperson may, but need not, request that Town Council remove a Committee member who is absent from 50% of the regularly scheduled meetings within a 12-month period.

ARTICLE IV ORGANIZATION

Officers. The Business Development staff representative shall act as Committee Chairperson. The Chairperson shall preside at all meetings of the Committee and shall perform all duties usually incident to the office of Chairperson and such other duties as may be assigned to him or her from time-to-time by the Committee, in accordance with these Bylaws.

ARTICLE V MEETINGS

Regular Meeting. The schedule for Committee meetings shall be as follows:

- The first meeting of the Committee shall occur within 30 days of the Committee members' appointment.
- The Committee shall meet at least quarterly.
- Meeting dates shall be set and scheduled by the Committee, as set forth above. Attendance by Committee members at any meeting shall be in person or by telephone conference call where all parties can hear each other.

Special Meetings. The Committee shall be permitted to call Special Meetings as needed.

Order of Business. At regular meetings of the Committee, the following outline presents the recommended order of business:

- Approval of the minutes of last meeting
- Old business
- New business
- Adjourn

Voting. When a motion for vote is made at any Committee meeting, all regular members of the Committee shall vote either by voice or roll call vote. A roll call vote shall be conducted upon the request of a regular member of the Committee or at the discretion of the presiding officer. Any action requiring a vote shall be decided by a simple majority of those Committee members in attendance at any duly convened meeting with a quorum. Any vote of the Committee is intended only to provide a means of creating nonbinding recommendations to the Town Council for consideration.

Quorum. A majority of the Committee members shall be necessary to constitute a quorum for the transaction of business.

Rules of Order. Unless otherwise specified in these Bylaws, the Committee will follow procedures outlined in Robert's Rules of Order, Newly Revised.

Agenda. Town Staff shall prepare the agenda and shall distribute no less than five calendar days in advance of any scheduled meeting. Other items of the agenda shall include, but not be limited to, disposition of minutes of the previous meeting and of any intervening special meetings, committee reports, as well as old and new business.

ARTICLE VI MISCELLANEOUS

Authority. The authority of the Committee and its members shall be limited as to the express purposes and authority granted herein and shall not be expanded outside the scope of authority necessary to carry out these Bylaws and the Business Development Advisory Committee approved Mission Statement and Goals. The Committee has no authority to bind the Town, Town Staff or the Town Council and its sole purpose is to make non-binding recommendations as set forth herein.

The Committee shall be subject to all rules and regulations of the Town include the Town's Charter and Code of Ethics.

Amendment. These Bylaws shall not be amended, except by the majority vote of the Town Council at a duly noticed Town Council meeting.

Adopted and Approved by the Town Council at a public hearing held on April 25, 2019.

Town of Mountain Village, Town Council

By: _____
Laila Benitez, Mayor

Attest:

By: _____
Kim Montgomery, Town Manager

Approved as to Form:

James Mahoney, Town Attorney