

**BYLAWS OF THE TOWN OF MOUNTAIN VILLAGE
PLAZA VENDING COMMITTEE**

**ARTICLE I
Formation**

Section 1. Creation and Name. The name of this Committee, organized by the Town of Mountain Village (“Town”), shall be the Plaza Vending Committee ("Committee"), which Committee is authorized by Town Council to perform the task set forth herein. The Committee 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
Intent and Purpose**

Section 1. Intent and Purpose. The intent and purpose of the Committee shall be to approve and assign the location, design, and use of plaza vending, and to evaluate that such activities contribute to the vibrancy of our Village Center plazas. The Committee shall also adopt plaza vending rules and regulations for Town Council consideration and approval.

**ARTICLE III
Membership**

Section 1. Appointments.

- A. The Committee shall consist of no less than five members, each of whom shall be appointed by Town Council and reflect the following membership:
1. One Councilor
 2. A Town Community Engagement staff representative
 3. A Town Planning and Building staff representative
 4. A Town Plaza Services staff representative
 5. A Telluride Mountain Village Owners Association (TMVOA) staff representative

Section 2. Purpose. The responsibilities of the Committee members are outlined in Article II. Town Council may add additional tasks at its discretion.

Section 3. Term. Committee members shall serve for three years as follows:

1. One Council member shall serve three-year terms.
2. All Town staff shall serve three-year terms.
3. TMVOA representative shall serve three-year terms.

Section 4. 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.

Section 5. Removal. A Committee member may be removed from the Committee by 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 Officers

Section 1. Officers. The Town Community Engagement staff representative shall act as Committee Chairperson.

Section 2. Duties of Chairperson.

- A. **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. It is the responsibility of the Chairperson to write and execute all plaza vending permits upon the direction of the Committee's vendor selection.

Section 3. Creation of New Positions Each request for a new position must be reviewed by the chair, and receive a majority vote for approval. No offices may be held by the same person, and no person shall simultaneously serve as an officer and a chair. This Committee may also have such other offices as may be required. The names, terms, and duties of such offices, as well as the processes for filling of vacancies, will be included in relevant provisions of the Committee's bylaws and/or policies.

ARTICLE V Meeting

Section 1. Regular Meeting. The schedule for Committee meetings shall be as follows:

- A. 2019 Summer plaza vending selections shall occur within the 60 days following the Summer plaza vending application deadline of March 1st. All following Summer plaza vending selections shall occur within the 30 days following the Summer plaza vending application deadline of March 1st.
- B. Winter plaza vending selections shall occur within 30 days following the Winter plaza vending application deadline of September 1st.
- C. 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.

Section 2. Special Meetings. The Committee Chairperson shall be permitted to call Special Meetings as needed.

Section 3. Order of Business. At regular meetings of the Committee, the following outline presents the recommended order of business:

- 1. Applicant review and discussion
- 2. Public comment
- 3. Vote and plaza vendor selection
- 4. Adjourn

Section 4. 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.

Section 5. Quorum. A majority of the Committee members shall be necessary to constitute a quorum for the transaction of business.

Section 6. Rules of Order. Unless otherwise specified in these Bylaws, the Committee will follow procedures outlined in Robert's Rules of Order, Newly Revised.

Section 7. Agenda. The Committee Chairperson 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, Bylaws - Page 2 of 3 complete applications and supplemental documents, any intervening special meetings, and committee reports.

ARTICLE VI RULES AND REGULATIONS

Section 1. Rules and Regulations. Plaza Vending Committee shall recommend plaza vending rules and regulations, as well as any amendments made to the rules and regulations, for council approval. The Plaza Vending Committee is subject to approved rules and regulation set forth by council.

ARTICLE VII MISCELLANEOUS

Section 1. 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 Guidelines.

Section 2. 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