

# **BYLAWS OF THE HAYDEN ECONOMIC DEVELOPMENT COMMISSION**

## **Article I – Name**

The Town Council for the Town of Hayden created an Economic Development Commission on August 3, 2017, thereafter known as “THE HAYDEN ECONOMIC DEVELOPMENT COMMISSION”, whom shall act in an advisory capacity to the Town Council reporting to the Town Council on a monthly basis.

## **Article II – Purpose**

The purpose of the Hayden Economic Development Commission (HEDC) shall be to work for the community in relation to the orderly, progressive and diversified growth of the economic base of the Town of Hayden. Broadly, listed below are tasks that the HEDC will work to achieve:

- A. Formulation of economic development goals and objectives based on established strategic plan/plans as adopted by the Town Council; and
- B. Adoption of an economic development strategic business plan (as set forth and adopted by the Town Council) and implementation of that plan through economic development strategies; and
- C. Promotion of economic development in the Town of Hayden; and
- D. Encouragement of development providing employment opportunities for existing and future residents and also providing for a diverse and stable economic base; and
- E. Fundraising for economic development purposes; and
- F. Any other activities related to economic development that could provide positive economic development to the Town of Hayden or will help with the implementation of the Town’s economic strategic business plan.

## **Article III – Members**

Section A. The HEDC will be comprised of seven (7) members and two (2) alternates as appointed by the Town Council. Membership shall include one voting representative from the Town Council. The rest of the HEDC members shall be comprised of citizens living in and/or business owners operating within the municipal boundaries of the Town of Hayden.

Section B. Each member shall serve for a term of two (2) years or until a successor shall be appointed. However, all members shall be eligible for re-appointment after the expiration of their terms.

Section C. Alternates may participate at all meetings; however, alternates shall, with full voting privileges, sit as regular members if regular members are not present at a meeting. If a regular member is in attendance after the meeting commences, they may sit as a member starting with the next item on the agenda following their arrival. Any sitting alternate must give up their seat immediately following completion of the agenda item in the order of appointment, Alternate 1 first, Alternate 2 second until a full commission is again met.

Section D. Appointments to fill vacancies shall be for the unexpired term and shall be made in the same manner as original appointments by the Town Council.

Section E. No member of the HEDC shall receive any compensation for such membership.

Section F. Members of the HEDC may be removed by motion and majority vote of the Town Council.

#### **Article IV – Officers**

Section A. The members of the HEDC shall elect/appoint one member to be Chairperson, one member as Vice Chairperson, and one member as Secretary. These officers shall perform the duties prescribed by these bylaws and by the parliamentary authority adopted herein. The Chairperson shall preside at all meetings of the HEDC. The Vice Chairperson shall act as Chairperson during the absence of the Chairperson with all the powers herein granted to the Chairperson.

Section B. The officers shall be nominated and elected by ballot or nomination to the floor and vote at the HEDC's first regular meeting of the calendar year to serve until the HEDC first regular meeting of the following calendar year, or until their successors are elected.

#### **Article V – Support Duties**

The Secretary for the HEDC shall keep a full and accurate account and record of all meetings of the HEDC.

Section A. The HEDC will be supported by Town staff in an administrative capacity with the Town Manager being the interim Executive Director for the HEDC with all the powers that come with the Town Manager per the Town of Hayden Home Rule Charter. The Town Manager may at his/her discretion appoint other Town staff members to serve HEDC if and when budget may allow. Those staff members shall be staff of the Town and supervised by the Town Manager per the Town of Hayden Home Rule Charter.

#### **Article VI - Meetings**

Section A. The regular monthly meetings of the HEDC shall be held on the third Tuesday of each month. Each HEDC member will be expected to be in attendance unless a call to Town staff or the Chair is received to the contrary.

Section B. Special meetings may be called by the Chairperson or upon written request of three members of the HEDC filed with the Secretary of the HEDC. The purpose of the meeting shall be stated at the time of the request. In all cases, a minimum of twenty-four hours' notice shall be given.

Section C. All regular monthly meetings shall be posted at a designated posting location 24 hours in advance. The designated posting location will be the Town Hall posting bulletin board.

#### **Article VII – Committees**

Section A. Committees may be appointed by the Chairperson as approved by a vote of a majority of members present at a meeting at which a quorum is present. The Chairperson shall be an ex-officio member of all committees.

Section B. Each committee shall be comprised of no less than two members of the HEDC. A committee chairperson shall be appointed by the Chairperson as approved by a vote of a majority of members present at a meeting at which a quorum is present. The HEDC may also appoint citizens, business owners or qualified professionals to serve on a committee.

Section C. It shall be the responsibility of each committee to submit reports of each committee meeting to the Chairperson and Secretary of the HEDC for inclusion in the meeting records of the HEDC.


**Article VIII – Parliamentary Authority**

The provisions contained in the Town of Hayden Home Rule Charter shall be the governing document of the HEDC and all duly appointed committees. The conduct of any business of the HEDC shall comply with the applicable provisions of the Town of Hayden Home Rule Charter.

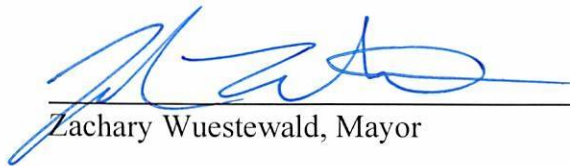
**Article IX – Amendment of Bylaws**

Recommended bylaw amendments may be adopted at any regular meeting of the Town Council by a two-thirds vote provided that the proposed change has been submitted in writing and recommended by a two-thirds vote of the membership of the HEDC. Said amendments shall be effective upon their approval and adoption by the Town Council.

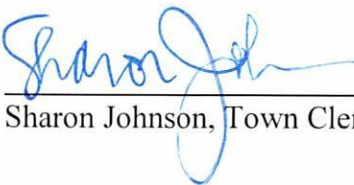
The above Bylaws were approved by the Hayden Economic Development Commission at a meeting held on the 16th day of March, 2021.

  
\_\_\_\_\_  
Christy Sinner, Chairperson

The above Bylaws were approved and adopted by the Hayden Town Council at a meeting held on 1st day of April, 2021.

  
\_\_\_\_\_  
Zachary Wuestewald, Mayor

Attest:

  
\_\_\_\_\_  
Sharon Johnson, Town Clerk

