Open Space & Recreation Advisory Committee
Wednesday, November 4, 2020
2:00 PM

Public Meeting Room / Eagle Town Hall
200 Broadway
Eagle, CO

This agenda and the meetings can be viewed at www.Townofeagle.org.

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MEETING ACCESS

This will be a Zoom Meeting

ACCESS THE MEETING HERE

CALL TO ORDER

DISCUSSION

2021 Elevate Eagle Comprehensive Plan Update

Open Space & Trails Manager Hiring Process Update

Open Space and Trails Advisory Committee Bylaws Discussion

Open Space & Trails Master Plan Process Update

2021 Draft Budget Discussion

ADJOURN

I hereby certify that the above Notice of Meeting was posted by me in the designated location at least 24 hours prior to said meeting.

Jenny Rakow, CMC
Town Clerk

TOWN OF EAGLE, COLORADO
RESOLUTION NO. 22
(Series of 2019)

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF EAGLE, COLORADO ESTABLISHING THE ECONOMIC VITALITY COMMITTEE

WHEREAS, on September 26, 2017, the Board of Trustees adopted the Town of Eagle Strategic Plan (the "Strategic Plan") by Resolution No. ____;

WHEREAS, the Strategic Plan sets forth the Town's business values, which are intended to protect and enhance the interests of the residents and businesses in the Town and include providing reliable and cost-effective services, engaging in economic development, applying sound financial management, implementing sound planning and appropriate investments, and practicing transparency and community engagement;

WHEREAS, applying the business values, the Strategic Plan identifies enhancing the financial health of the Town and stimulating economic vitality and development as two major objectives for the future;

WHEREAS, the Board of Trustees has established various committees for the purpose of advising the Board of Trustees concerning matters of importance to the Town;

WHEREAS, the Board of Trustees believes that forming an Economic Vitality Committee will be helpful in determining best practices for achieving the objectives of the Strategic Plan; and

WHEREAS, the Board of Trustees wishes to establish such Economic Vitality Committee and set forth the duties, responsibilities and membership terms of that committee in order to align the Committee's functions with the needs to the Town.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF EAGLE, COLORADO, AS FOLLOWS:

Section 1. The Board of Trustees hereby establishes the Town of Eagle Economic Vitality Committee, to be governed and ruled by the Town of Eagle Economic Vitality Committee Bylaws, attached hereto.

Section 2. The following individuals are hereby appointed and shall serve as the initial members of the Economic Vitality Committee, with terms commencing on the date of this Resolution and continuing until December 31, 2021, unless earlier removed:

(a) Mick Daly

(b) Clark Gundlack

(c) Stan Kenzinger

(d) Rick Beveridge

(e) Kat Connor

INTRODUCED, READ, PASSED, AND ADOPTED on April 23, 2019.

TOWN OF EAGLE, COLORADO

____

Anne McKibbin, Mayor

ATTEST:

____

Jenny Rakow, Town Clerk

TOWN OF EAGLE ECONOMIC VITALITY COMMITTEE BYLAWS

ARTICLE I. PURPOSE.

The purpose of the Town of Eagle Economic Vitality Committee (the "Committee") is to provide additional expertise to the Board of Trustees 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 5 voting members appointed by the Board of Trustees to 2-year terms. Other non-voting members of the Committee shall consist of a Trustee, 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. Voting members may be reappointed by the Board of Trustees 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 Board of Trustees from qualified applicants. The Board of Trustees may interview some or all of the applicants and may consider recommendations made by current Committee members. The Board of Trustees 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 Board of Trustees 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 Board of Trustees 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 Board of Trustees 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 Board of Trustees 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 Board of Trustees;

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 Board of Trustees 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.

D. Minutes. Action minutes shall be kept for all Committee meetings. Approved minutes shall be posted on the Town's website.

E. 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 will 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 Board of Trustees 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 Board of Trustees 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 Board of Trustees 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 Board of Trustees in its sole discretion.