

**RESOLUTION NO. 021014-3**

**A RESOLUTION AMENDING THE BYLAWS OF THE ECONOMIC DEVELOPMENT COUNCIL OF THE CITY OF ABILENE, KANSAS**

**WHEREAS**, the Economic Development Council is established pursuant to Section 1-804 of the City Code to review various matters related to economic development in the City of Abilene, Kansas;

**WHEREAS**, the Economic Development Council conducts its business under an adopted set of bylaws; and

**WHEREAS**, the Economic Development Council reviewed its bylaws and recommended various amendments for the City Commission's review and consideration at its November 19, 2013 meeting.

**NOW, THEREFORE BE IT RESOLVED**, by the City Commission of the City of Abilene, as follows:

**Section 1. Bylaws: Economic Development Council.** That the Bylaws for the Economic Development Council of the City of Abilene, Kansas, are hereby amended as attached hereto as **Exhibit A**.

**Section 2. Amendments.** The aforementioned Bylaws for the Economic Development Council may be revised and amended from time to time by passage of a Resolution.

**Section 3. Distribution.** The City Manager is hereby authorized to provide copies of the Economic Development Council Bylaws to the members of the Economic Development Council. The City Manager shall also publish a copy of the Economic Development Council Bylaws to the City's website.

**Section 4. Rescind.** All bylaws or procedures of the Economic Development Council in conflict herewith are hereby null and void.

**Section 5. Effective Date.** That the effects of this Resolution shall be in full force after its approval by the City Commission.

**PASSED AND APPROVED** by the Governing Body of the City of Abilene, Kansas this 10<sup>th</sup> day of February, 2014.



ATTEST:

*Penny Soukup, CMC*  
Penny Soukup, CMC  
City Clerk

**CITY OF ABILENE, KANSAS**

By: *John F. Ray*  
John F. Ray, Mayor

**EXHIBIT A**

**Economic Development Council Bylaws**

**City of Abilene, Kansas**

**February 10, 2014**

# Abilene, Kansas

## Economic Development Council

### Purpose and By-laws

#### ARTICLE 1 – NAME AND AUTHORITY

##### Section 1 – Name

The Name of this organization shall be known as the Abilene Economic Development Council, herein called the Council or EDC.

##### Section 2 – Authority

Through Ordinance 3226, the City Commission reorganized and empowered the Council to achieve such powers and duties as prescribed in Article II of this document and Section 1-804 of the City Code, as amended.

#### Article II – Goals and Duties

The Council must continue the active and vital collaboration between public and private sectors to promote the economic health and well-being of Abilene and the region. Economic development encompasses well-informed decisions regarding business retention and recruitment, work force development, available and appropriate locations for new businesses and industry, public investment in supportive infrastructure and financial incentives which can induce private investment and economic growth. The preservation and expansion of the community's economic base should be a prime objective. Unless existing business and industry are healthy and there are expanding employment opportunities that pay a living wage, the population will not be stable, the tax base will decline and government's ability to finance public services and facilities will be impaired. The future development of the community depends on maintaining and enhancing local economic development efforts.

The Council's role may extend into the areas of industrial, retail, utilities, housing, tourism, entrepreneurship and other facets of community development. As such the Council has the following goals and duties.

1. To develop policies that assist in retaining and expanding existing local businesses.
2. To develop policies that seek to increase the number of small firms within Abilene by fostering local entrepreneurship.
3. To develop policies that promote Abilene's position as a tourist destination.
4. To develop policies that promote the development of a diverse mix of new housing and rehabilitation of existing housing.

5. To evaluate and recommend economic development incentives.
6. To conduct all other duties as assigned by the City Commission.

## ARTICLE III - MEMBERS

### Section 1 – Composition

The Economic Development Council shall consist of seven voting members, who shall be appointed by the Governing Body for Three-year terms commencing on the first day of May. The majority of said Council shall reside within the city limits of Abilene, Kansas. The Governing Body shall appoint one of its members to serve as a non-voting liaison to the Council.

### Section 2 – Member Succession

In the event that a member resigns, a successor is appointed by the City Commission for the remainder of the term.

### Section 3 – Voting

At all meetings of the Council, each member attending shall be entitled to cast one (1) vote for any item requiring a vote. Voting shall be by voice or by roll call as determined by the Chairman. The number of votes cast for and against each motion shall be recorded in the minutes.

### Section 4 – Conflict of Interest

Any member of the Council, or member's spouse that has received compensation from an individual or entity that will directly benefit from any policy proposal or other consideration of the Council as outlined in Article II of this document over the preceding twelve (12) month period shall voluntarily vacate his seat and refrain from discussion and voting on said item. Any member may raise the question of conflict of interest or possible conflict of interest as defined by K.S.A. 75-4301a and amendments thereto with respect to any member present. The question raised must be decided by majority vote of the members present, excluding the member in question.

### Section 5 – Absences

A Council member who has three (3) consecutive absences from regular meetings will be considered to have resigned, unless the City Commission makes a finding that extenuating circumstances exist and a de facto resignation has not occurred.

### Section 6 – Vacancy

Any vacancy of a Council position shall be filled by City Commission appointment for the remainder of the normal term.

## ARTICLE IV – OFFICERS

### Section 1 – Positions

The officers of the EDC shall be Chairman, Vice Chairman and Secretary.

#### Section 2 – Elections

The Chairman and Vice-Chairman shall be elected every year at the first meeting following Governing Body approval of appointees in May, and shall serve a term of one (1) year.

#### Section 3 – Secretary

The City Manager shall appoint a member of staff to serve a Secretary to the Economic Development Council.

#### Section 4 – Vacancies

Any vacancy results from a resignation, removal or death of a member serving as Chairman, shall cause the Vice-chairman to automatically assume the position of Chairman and a new Vice-chairman shall be elected.

#### Section 5 – Terms

No person shall be eligible to hold the office of Chairman or the office of Vice-chairman for more than two (2) consecutive one-year terms.

### ARTICLE V – DUTIES OF OFFICERS

#### Section 1 – Chairman

The Chairman shall preside at all meeting of the Council and shall be eligible to vote on all matters coming before the Council. The Chairman has a right to abstain from voting. However, the Chairman must vote in the event of a tie vote or when a motion is one vote short of adoption. He shall appoint all committees and is responsible for conducting all meetings in an orderly manner. The Chairman shall sign all minutes and other approved records, papers and documents of the Council.

#### Section 2 – Vice-Chairman

The Vice-Chairman shall perform the Chairman's duties in the absence of the Chairman.

#### Section 3 – Secretary

The Secretary shall keep accurate records of all proceedings of the Council. He shall be responsible for issuing all necessary correspondence, notices and agendas. He shall be responsible for compiling reports and keeping attendance records. The Secretary shall assist the Chairman in presenting Council action to the City Commission, County Commission, Chamber of Commerce Board of Directors, Airport Advisory Committee and Planning Commission. The Secretary shall sign and note approval of the minutes of the Council and shall, when required by law, authenticate the signature of the Chairman.

### ARTICLE VI – MEETINGS

#### Section 1 – Regular Meetings

Regular meetings of the Council shall meet quarterly on the Third Tuesday of the month, or at such interval as deemed necessary by the City Manager. Unless otherwise publicly announced

by the City Manager, all meetings shall be held in the Abilene Public Library, 209 NW 4<sup>th</sup> Street, Abilene, Kansas at 4:00 p.m. Any such change shall be given public notice for the convenience of persons having business before the Council.

#### Section 2 – Agenda

The Secretary, or other authorized officer, shall prepare an agenda of all matters to come before the Council no later than the Monday preceding the next regular or special meeting.

#### Section 3 – Quorum

A quorum shall consist of a majority of the members of the Council appointed and qualified at any given time. In the absence of a quorum at any meeting, the presiding officer may adjourn the meeting to a specific time, date and place which shall be publicly announced.

#### Section 4 – Open Meetings

All meetings of the Council shall be open to the public and to attendance by representatives of the news media.

#### Section 5 – Minutes Available to the Public

The Secretary shall prepare and permanently maintain the Council's official minutes, which are available for public view and use.

### ARTICLE VII – REPORTS AND PROJECTS

#### Section 1 – Semi-Annual Community and Business Climate Report

The Community Development Director shall prepare a semi-annual report that describes changes in the community and business climate since the previous report. Such report shall serve as background data for the projects undertaken by the EDC. After necessary revisions to the report are made as requested by the EDC, the EDC will endorse the report and present it to the City Commission.

#### Section 2 – Projects

From time to time, the City Manager and Community Development Director will propose economic development projects and policy changes to the Council for consideration and recommendation to the Governing Body. These proposals will be based on the economic goals and objectives of the City of Abilene Comprehensive Development Plan, and the Economic Development Mission Statement. The City Commission shall review, revise or endorse the projects the Council believes are of benefit to the City.

### VIII – AMENDMENTS

These By-Laws may be amended at any regular meeting of the Council by a two-thirds vote of the members present and voting, provided that any proposed amendment has been submitted in writing at the previous regular meeting.

APPROVED BY THE GOVERNING BODY THIS 10<sup>th</sup> DAY OF February, 2014

  
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JOHN F. RAY  
MAYOR

ATTEST:

  
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PENNY L. SOUKUP, CMC  
CITY CLERK

