

## **CITY OF IOWA COLONY ECONOMIC DEVELOPMENT ADVISORY COMMITTEE BYLAWS**

These Bylaws establish the City of Iowa Colony Economic Development Committee (EDC) as a formal advisory body. Qualified committee members shall be appointed by majority vote of the City Council per the terms of these Bylaws. The EDC shall be chaired by the City's designated Economic Development Officer (EDO) to ensure a direct link between policy advice and professional execution. The EDO shall be a City of Iowa Colony designated by the City Manager and approved by majority vote of the City Council.

### **Article I: Purpose & Mission**

The EDC is created to provide the City Council and staff with expert insight to strengthen economic development strategies.

- **Mission:** To foster a resilient local economy by supporting business retention, expansion, and attraction.
- **Advisory Status:** The committee acts solely in an advisory capacity and does not possess any executive or fiduciary authority unless specifically delegated by Council.

### **Article II: Powers & Responsibilities**

The EDC shall assist the Economic Development Officer and advise Council in the following areas:

1. **Strategic Planning:** Assist in developing and periodically reviewing a Comprehensive Economic Development Strategy.
2. **Incentive Review:** Evaluate proposed economic incentives, tax abatements, and reimbursements to ensure they align with city goals.
3. **Market Intelligence:** Provide a forum for exchanging the community's ideas between the city and the private sector regarding market gaps and industry trends.
4. **Workforce Development:** Advise on programs that increase and retain employment opportunities for City of Iowa Colony residents.
5. **Regulatory Feedback:** Recommend improvements to streamline City policies that impact business growth while balancing the need align with the goals and agendas set forth in the City's Comprehensive plans.

### **Article III: Membership & Governance**

- **Appointment:** The City Council shall appoint 5 to 7 members based on professional expertise in finance, real estate, and or business management. At least one member shall be appointed from the ETJ.
- **Chairperson:** The City Economic Development Officer shall serve as the permanent Chair to facilitate communication between the committee and city administration.
- **Council Liaison:** The City Council shall designate a Councilmember to serve as a liaison to the Committee.
- **Terms:** Appointed members shall serve staggered two-year terms to ensure continuity of knowledge.

### **Article IV: Duties of the Chair**

The City Economic Development Officer, acting as Chair, shall:

1. **Agenda Management:** Set meeting agendas in alignment with Council priorities.
2. **Reporting:** Present the committee's findings and recommendations to the City Council.
3. **Liaison:** Act as the primary link between the committee and other city departments.

### **Article V: Meetings & Ethics**

- **Quorum:** A majority of the voting members must be present to conduct business.
- **Conflict of Interest:** Members must disclose and recuse themselves from any matters where they have a financial interest.
- **Public Access:** The Committee may provide opportunities for public observation or participation as determined by the City, consistent with its advisory role.