



ECONOMIC DEVELOPMENT ADVISORY BOARD BYLAWS

Revised January 2023

Article I: Name

This body shall be known as the Economic Development Advisory Board (Board). It was established by Resolution 2021-09 on April 19, 2021. The Board is an 'Advisory Board,' per the framework established by Resolution 2021-07.

Article II: Purpose

Advise the City Council on issues and policies related to economic development including, but not limited to, business recruitment and retention, grant programs and other development incentives, and economic strategic planning.

Article III: Membership and Terms

The Board is comprised of ten seats, each with a four-year term. The City Council retains sole authority to appoint or remove members. Seat terms, vacancies, applications, and appointment procedures shall be conducted in accordance with the provisions of Resolution 2021-07.

Board Members and applicants must be owners of businesses located within Sandy city limits, although two Board Members may qualify for membership by owning a business within the Urban Growth Boundary or Urban Reserve area outside city limits. To ensure representation of various stakeholders in the local economy, the Board should ideally include at least one Member from the following sectors: Retail, Services, Restaurants, Tourism, and Real Estate. Alternatively, the Council, in its discretion, may appoint non-business owners who have specialized business expertise, provided they reside within city limits.

Three of the ten Board seats shall be reserved for three members of the City Council, all of whom shall be voting Members.

Article IV: Officers

The officers of the Board shall be Chair and Vice Chair. The Mayor shall appoint the Chair. The Vice Chair shall be elected at the first meeting of each calendar year. Officer terms shall extend for the duration of each calendar year, with no limitation on reelection / reappointment. The Chair shall preside over meetings and maintain order. The Vice Chair shall preside in the absence of the chair.

Article V: Code of Conduct

Board Members shall abide by the Boards and Commissions Code of Conduct and/or any other such requirements established by the City Council.

Article VI: Meetings

The Board shall meet not less than four times per year. All meetings shall be held in accordance with public meetings law established by the State of Oregon. Meeting dates may be changed or canceled by the Chair, in consultation with the Staff Liaison, with prior notice to the membership. A majority of the voting membership shall constitute a quorum.

If a Member should have two (2) consecutive unexcused absences from regular meetings, he/she may be replaced with a new Member appointed by the Sandy City Council. The new appointee shall fill the former Member's unexpired term.

Article VII: Amendments

Amendments to these bylaws may be made at the City Council's discretion. The Board may propose recommended changes to the Council.