City of Benson
City Council Communication

Regular Meeting **May 9, 2016**

To: Mayor and Council Agenda Item # 5

From: Vicki Vivian, CMC, City Clerk

Subject:

Discussion and possible action regarding the Benson Economic Development Committee

Discussion:

The Benson Economic Development Committee (BEDC) membership must have an odd number of members ranging from 5 to 9 members. Typically, the BEDC has consisted of 7 members.

At the Council meeting held on April 25, the Consent Agenda contained 6 resignations from members of the BEDC. During the discussion, the City Clerk informed the Council that the remaining member of the BEDC had since submitted her resignation and that one application for membership had been received in the Clerk's office. The City Clerk then stated she would be placing the resignation and application on the upcoming Council agenda and would be seeking direction from Council regarding the committee.

The item is now before Council for consideration and possible action regarding the committee.

Staff Recommendation:

Council pleasure

Vicki Vivian

From:
Sent: Thursday, April 21, 2016 3:48 PM
To: Vicki Vivian
Subject: Resignation

Hello Vicki,
This is my formal resignation from the Benson Economic Development Committee. If you have any questions or concerns, please contact me at
Thank you,
Mindi L. Flores

Sent from my Sprint Samsung Galaxy Note5.

Benson Arizona Founded 1880

Gateway to the San Pedro Valley

RECEIVED MAR 22 2016 CITY OF BENSON

APPLICATION FOR BOARD, COMMITTEE OR COMMISSION

Name: Annette Tomek
Address: 600 E. Saguaro Dr Lot 163 Benson Az
Phone: 760-238-3700 cell
Email: originalsbyannette@msn.com

Which Board, Committee or Commission are you interested in? Economic Development

Please state why you would like to serve.
I am interested in the growth of Benson

What do you believe to be the key responsibility of this position?
Help direct improvements and business relations

Please state why you believe that a Board Member, Committee Member or Commissioner can make a community better.
it is our job to strengthen, guide and promote city of Benson.

What personal and/or professional experience or background will be advantages to this Board, Committee or Commission?
Been in business for 40 years in a number of different types.
Plus I am the Director of the Museum

Each Board, Committee or Commission has scheduled meetings. The meetings could last 2 or 3 hours. Will this be a hardship?
No

Board Members, Committee Members or Commissioners may be asked to participate in sub-committees that meet other than the regularly scheduled meeting time. Will you be able to participate?
yes

revised 12/2/09

List any Professional, trade, business, or civic activities and offices held. *You may exclude memberships which would reveal sex, race, religion, national origin, age, ancestry, or handicap or other protected status.*

Museum Director, Chamber of Commerce, Benson & Quiro Vist
Benson Clean and Beautiful

Have you been convicted of a felony within the last seven (7) years? _ Yes X No
If yes please explain. A positive answer will not necessarily disqualify you from consideration.

APPLICANT'S STATEMENT

I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for appointment to the Board, Committee or Commission as may be necessary in arriving at an appointment decision by the City Council.

In the event of appointment,

- I understand that false or misleading information given in my application may result in my being excused from the Board, Committee or Commission.
- I understand that attendance is important and I will strive to attend all meetings and that continual absences will result in my being excused from the Board, Committee or Commission.
- I understand that I am required to abide by all Arizona and City of Benson Statutes and Regulations adopted by these governing organizations.
- I understand that this application is subject to the Arizona Open Records law and should not be considered confidential.

Signature of Applicant — Date: 22 March 14

Office Use Only:

Appointment Date _____

Term of Position _____

Date of Resignation/Term End _____

Notification by: _____

BOARDS, COMMISSIONS AND COMMITTEES

ARTICLE 18-6 – BENSON ECONOMIC DEVELOPMENT COMMITTEE[1]

18-6-1 Benson Economic Development Committee
18-6-2 Powers
18-6-3 Application
18-6-4 Membership
18-6-5 Meetings
18-6-6 Attendance and Participation
18-6-7 Officers
18-6-8 Voting

Section 18-6-1 Benson Economic Development Committee

There is hereby created a Benson Economic Development Committee consisting of members appointed as set forth below by a majority vote of the Mayor and Council.

Section 18-6-2 Powers

The Benson Economic Development Committee has the power to:

A. Provide recommendations to the Mayor and Council and City Manager in all matters related to the economic development, economic health, and economic well being of the City of Benson.

B. Collect data to assist in making recommendations through such means as research and interviews with willing interviewees. This process may include, but not be limited to, discussions with members of the public, business owners, developers, local and regional community members, and organizations such as the Benson Economic Development Committee, the Southeastern Arizona Economic Development Group, the Sierra Vista Economic Development Foundation, the Arizona Commerce Authority, and any other personnel and organization deemed appropriate.

C. Have, at the discretion of the Chairperson, discussions with those in attendance at its meetings.

D. Provide recommendations to the Mayor and Council and City Manager on the annual budget.

E. Prepare and submit reports on any and all matters requested by either the City Manager or a majority vote of the Mayor and Council. Committee members shall, as requested by the City Manager or by a majority vote of the Mayor and City Council, participate in the preparation and delivery of any reports. These reports will be delivered in the time and form requested by either the City Manager or a majority vote of the Mayor and Council.

F. Answer questions asked by the Mayor and Council or City Manager as requested during any Regular Meeting, Special Meeting or Work Session.

G. Place and consider items on an agenda.

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[1]Ordinance 509, 539, 568

H. Perform such other and further duties not inconsistent with this Chapter as requested by a majority vote of the Mayor and Council.

I. Create internal rules to govern their process that are not inconsistent with this Article, State or Federal law.

Section 18-6-3 Application

Before consideration by the Mayor and Council for appointment as a Benson Economic Development Committee member, Committee member candidates must timely submit — within the time frame(s) established by the Mayor and Council — an Application approved by a majority vote of the Mayor and Council.

Section 18-6-4 Membership

The Benson Economic Development Committee shall consist of an odd number of members, with no less than five members and no more than nine members. Committee membership terms shall be staggered two-year terms as follows: the majority of initial members shall serve a two-year term, and the minority of initial members shall serve a one-year term, and all subsequent, appointed members shall serve two-year terms. No Committee Member shall serve more than three consecutive terms. Committee Members shall serve without compensation, except for reimbursement of expenses incurred for Committee business that are pre-approved by the Mayor and Council. Committee Members are appointed and authorized to hold and maintain their appointment at the pleasure and full discretion of the Mayor and Council. Upon a vacancy occurring during an unexpired portion of a term, the appointment to fill that vacancy shall be an interim appointment for the unexpired portion of such term. Completion of an interim appointment shall be considered a completion of a full term.

Section 18-6-5 Meetings

Benson Economic Development Committee meetings will be conducted in accordance with Arizona's Open Meeting Law. A majority of the appointed members shall be considered a quorum for the transaction of business. Meetings shall be held at least monthly, but meetings can be held at any time in accordance with State law in the discretion of the Committee Chairman or the Mayor and Council. The meetings will be at the time and location determined by the Committee Chairman. The Chairperson may allow non-committee members to provide input at meetings.

Section 18-6-6 Attendance and Participation

Benson Economic Development Committee members are expected to attend the meetings. Attendance shall be recorded in the minutes by the Committee Secretary. Committee members are expected to contribute to and participate in determining agenda items, meeting discussions, and the sharing of their opinions and views in a respectful manner. Committee members are also expected to listen to and consider the opinions of others. Committee members are expected to conduct themselves, in all respects, as representatives and leaders of the City of Benson.

Section 18-6-7 Officers

The Benson Economic Development Committee shall, at its first meeting, appoint a Chairperson, Vice-Chairperson, and Secretary. The Chairperson shall oversee and run the committee meetings. The Vice-Chairperson shall oversee and run the committee meetings in the absence of the Chairperson. In the absence of both the Chairperson and Vice-Chairperson, another committee member chosen by majority vote of the committee shall undertake these tasks. The Secretary shall

take the meeting minutes, and submit those to the person that oversaw and ran the committee meeting within two business day of each meeting. The person that oversaw and ran the committee meeting will review, make any necessary corrections to, and submit to these formal meeting minutes to the City Clerk for each conducted meeting within five business days following a meeting.

Section 18-6-8 Voting

Each member of the Benson Economic Development Committee is entitled to one vote of equal weight and magnitude.

ARTICLE 18-7 [1, 2]

[1]Ordinance 571
[2]Ordinance 575