

BYLAWS

COMMUNITY ECONOMIC DEVELOPMENT COMMISSION

Article I. Name

That a joint Commission, to be known as the “Community Economic Development Commission”, also known as “CED”, is hereby created and established for and on behalf, and as an agency of the City of Jackson, Tennessee and Madison County, Tennessee.

Objectives

The Commission shall be vested with full and complete power, authority, and responsibility for the operation, management, conduct and control of the business and affairs of the Commission. Such authority and responsibility shall include the purpose of promoting community economic development, conventions, industrial advertising, tourism, and recreational activities.

Article II- Membership

Section 1. The Community Economic Development Commission

- A. The Community Economic Development Commission shall be composed of five (5) appointees appointed alternately by the City and County.
- B. The City Council and County Commission shall provide one Ex-Officio, appointed annually, to be on the commission. The Director of Parks and Recreation of the City of Jackson and the County Mayor of Madison County shall be Ex-Officio members of said commission.

Section 2. Term Limits and Vacancies

- A. The initial terms of the members shall be for one year, two years, three years, four years, and five years, respectively. The Board of County Commissioners of Madison County shall select and appoint the original members for the one to three and five year terms. The City of Jackson shall select the members for the two and four-year terms. Upon the expiration of the one-year term, the successor shall be elected for a term of Five (5) years by the City of Jackson; upon the expiration of the two-year term, his successor shall be elected for a term of five (5) years by the County Commission; therefore, the City and County Commissioners, alternating annually, shall elect for a five (5) year term a successor to that member of the commission whose term shall have expired.
- B. In the event of a vacancy, the agency (City or County) who appointed the person will have the ability to fill the vacancy, for the remainder of the unexpired term. Members of this board shall serve without compensation.

Section 3. Election and Duties of Officers

- A. **Chairman** shall preside at all meetings of the board with all duties and powers normally conferred by parliamentary usage on such officer. He/She shall have the power to

appoint committees, call special meetings and perform such other duties as may be ordered by the board.

- B. **Vice-chairman** shall preside at all meetings in the absence of the Chairman and shall act for the Chairman in case of his/her inability to act.
- C. **Secretary:** He/She shall keep complete and permanent records of the minutes reflecting all business and transactions of the business board; prepare the agenda of regular and special meetings, arrange proper and legal notice of hearings, attend to correspondence of the board and other duties as prescribed by the board.

Article III – Meetings

Section 1. Regular monthly meetings

- A. Regular monthly meeting shall be held on a Thursday at 4:00 p.m. at the Jackson Chamber of Commerce, 197 Auditorium, Jackson, TN, 38301. Notice of regular meetings shall be posted on the City of Jackson official website at least five (5) days before the meeting is to be held.
- B. Special meetings, when necessary may be called by the Chairman. The notice of the special meeting shall specify the purposes of such a meeting and no other business may be considered except by unanimous consent of the members of the board in attendance. The Secretary shall notify all members of the board not less than forty-eight (48) hours in advance of such special meeting.
- C. All regular meetings shall be open to the general public.
- D. Action on any agenda item shall, unless otherwise provided, be acted upon at the conclusion of discussion on same.

Article IV – Budgeting, Financial Matters, Expenditures

- A. The Commission shall be responsible for preparing and submitting a programmed budget for all funds to be expended or allocated to the Commission, pursuant to the amended Chapter 65 of the Private Acts of 2005; and any other acts amendatory thereto; relative to hotel occupancy tax in Madison County.

Article VI – Revenue

Section 1. Application and allocation of revenue

- A. The proceeds of the tax authorized by this Act shall be appropriated and allocated by the County Trustee as amended by Chapter 34 of the Private Acts of 1985, Chapter 65 of 2005, and any other acts amendatory thereto.