

**RESOLUTION NO. 2005-18**

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF FOUNTAIN HILLS, ARIZONA, ADOPTING THE TOWN OF FOUNTAIN HILLS STRATEGIC PLAN 2006-2010 DATED NOVEMBER 29, 2005, ESTABLISHING THE STRATEGIC PLANNING ADVISORY COMMISSION AND ADOPTING BYLAWS FOR ITS GOVERNANCE.

**BE IT RESOLVED** BY THE MAYOR AND COUNCIL OF THE TOWN OF FOUNTAIN HILLS, ARIZONA, as follows:

SECTION 1. The Town of Fountain Hills Strategic Plan 2006-2010 dated November 29, 2005, is hereby approved in the form attached hereto as Exhibit A and incorporated herein by reference.

SECTION 2. There is hereby established a Strategic Planning Advisory Commission (the "SPAC") for the Town to advise the Town Council and the Town Manager with respect to the implementation of the Town's Strategic Plan. The SPAC shall be a regularly-scheduled commission and shall consist of seven members who shall be appointed and hold their seats in accordance with Section 9 of the Town Council Rules of Procedure, as amended.

SECTION 3. The Bylaws for the SPAC are hereby approved in the form attached hereto as Exhibit B and incorporated herein by reference.

**PASSED AND ADOPTED** by the Mayor and Council of the Town of Fountain Hills, Arizona, December 1, 2005.

**FOR THE TOWN OF FOUNTAIN HILLS:**

**ATTESTED TO:**

\_\_\_\_\_  
W. J. Nichols, Mayor

\_\_\_\_\_  
Bevelyn J. Bender, Town Clerk

**REVIEWED BY:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Timothy G. Pickering, Town Manager

\_\_\_\_\_  
Andrew J. McGuire, Town Attorney

EXHIBIT A

[Town of Fountain Hills Strategic Plan 2006-2010 dated November 29, 2005]

See following pages.

EXHIBIT B

[Strategic Planning Advisory Commission Bylaws]

See following pages.

## STRATEGIC PLANNING ADVISORY COMMISSION BYLAWS

### I. Officers

The commission shall elect a chairperson and vice chairperson from among its own members, who shall serve for one (1) year and until their successors are elected and qualified. The chairperson shall preside at all meetings and exercise all the usual rights, duties and prerogatives of the head of any similar organization. The vice chairperson shall perform the duties of the chairperson in the latter's absence or disability. The commission may appoint other offices (e.g., secretary, etc.) as may be required.

### II. Powers and Duties

The commission shall have the powers and duties to:

- A. Champion the Town's Strategic Plan to keep it visible for the Council, staff, citizens and media.
- B. Act in an advisory capacity to the Town Council and Town Manager in matters pertaining to the Town's Strategic Plan.
- C. Provide a copy of the Strategic Plan to all Fountain Hills Town candidates for public office and educate newly elected and appointed officials about the Strategic Plan.
- D. Monitor the Strategic Plan's implementation and ensure its long-term legitimacy.
- E. Update the Strategic Plan at least once every five years dependant on appropriations by the Town Council.
- F. Make recommendations with respect to the implementation of the Strategic Plan to the Town Manager.
- G. Develop partnerships to help implement adopted strategic initiatives.
- H. Meet annually with the Town Council to assess progress of the Strategic Plan.
- I. Host public dialogue about new strategic initiatives to consider for the next five-year strategic plan.
- J. Write brief periodic Strategic Plan progress reports.
- K. Perform such other duties not inconsistent with these bylaws as may be requested by the Town Council.

### **III. Membership**

All matters concerning membership on the commission including, but limited to, appointments, terms, vacancies and removal, shall be in accordance with Section 9 of the Town Council Rules of Procedure, as amended. In addition, there shall be one youth member who shall be between 15 and 18 years old and be a student at Fountain Hills High School when appointed. Furthermore, of the remaining six voting members, one shall have marketing research and surveying experience, one shall have communications experience, one shall be a member of the civic association, and three shall have specific strategic planning experience in either corporate non-profit or, preferably, governmental settings.

### **IV. Meetings**

A. The commission shall meet as often as needed to keep the Strategic Plan in a position of prominence in the Town. More frequent meetings will likely be needed as the commission organizes while the number of meetings should decrease as the commission matures. Special meetings may be called by the chairperson or in his or her absence, the vice chairperson. In addition, any three (3) members of the commission may make written request to the chairperson for a special meeting.

B. All meetings of the commission shall be open to the public and are subject to the Arizona Open Meeting Law.

### **V. Conduct of Business**

A. Four (4) members shall constitute a quorum. The affirmative vote of four (4) members shall be required for passage of any matter before the commission. A member may abstain from voting only upon a declaration that he has a conflict of interest, in which case such member shall take no part in the deliberations on the matter in question.

B. The Rules of Procedure for meetings of the Commission shall follow those set forth in Section 1.1 of the Town Council Rules of Procedure, as amended.

### **VI. Compensation**

The members of the commission shall serve without compensation for their services as such but may receive reimbursement for necessary travel and other expenses incurred on official duty with appropriate prior authorization.

### **VII. Ex-Officio Members**

**The Mayor, with the consent of the Town Council, may from time to time appoint one member of the Town Council as an ex-officio member to the commission. The Town Manager or representative shall be a standing ex-officio member. Such members shall serve at the pleasure of the Mayor and Town Council. Ex-officio members shall not be entitled to vote on any matter brought before the commission.**