

1
2
3 **BEFORE THE BOARD OF COMMISSIONERS FOR**
4 **POLK COUNTY, OREGON**

5
6 In the matter of)
7 Adopting bylaws for)
8 The Committee)
9 For Citizen Involvement)

10
11 **ORDINANCE NO. 04-06**

12
13 **WHEREAS**, The Polk County Committee for Citizen Involvement was created by Ordinance 01-01 on
14 January 24, 2001, and

15
16 **WHEREAS**, There has been a desire to have specific bylaws created to help in the purpose and procedures of
17 the Committee for Citizen Involvement, and

18
19 **WHEREAS**, On February 25, 2004, the Polk County Committee for Citizen Involvement recommended that
20 the Polk County Board of Commissioners adopt bylaws for the Committee for Citizen Involvement, and

21
22 **WHEREAS**, The Board of Commissioners considered the recommended bylaws at a public meeting; now,
23 therefore

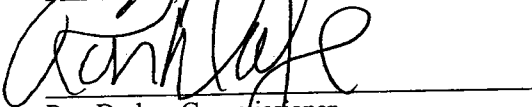
24
25 **THE POLK COUNTY BOARD OF COMMISSIONERS ORDAINS AS FOLLOWS:**

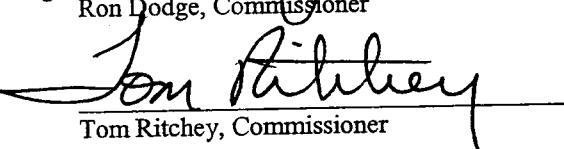
- 26
27 1. The attached Exhibit "A" identifies the bylaws of the Polk County Committee for Citizen Involvement.
28
29 2. An emergency is declared and the provisions of this Ordinance shall become effective upon adoption.
30

31 Dated this 7th day of April 2004 at Dallas, Oregon.


32 **POLK COUNTY BOARD OF COMMISSIONERS**

33
34
35
36 
37 Phil Walker, Chair

38
39 
40 Ron Dodge, Commissioner

41
42
43 
44 Tom Ritchey, Commissioner

45
46 Approved as to Form:

47 
48 David Doyle
49 County Counsel

50
51
52 First Reading: 4/7/04

53 Second Reading: 4/7/04

54 Recording Secretary: Jennifer Wheeler

040682

Exhibit A

COMMITTEE FOR CITIZEN INVOLVEMENT BYLAWS

ARTICLE I - NAME

The name of this organization shall be the Committee for Citizen Involvement of Polk County, hereinafter called the CCI.

ARTICLE II - PURPOSE

The CCI shall be responsible for assisting the Polk County Board of Commissioners (Board) and other appropriate governing bodies with the development of a program that promotes and enhances citizen involvement in land use planning in Polk County. The CCI shall assist in identifying funding sources for the implementation of the citizen involvement program. The CCI shall evaluate the process being used for citizen involvement. The CCI may request input from other agencies or the Polk County Planning Commission in conducting the purposes identified herein. The CCI may be directed by the Board to develop recommendations for specific programs within the citizen involvement program. The CCI shall provide an annual report on the Polk County Citizen Involvement Program to the Board.

ARTICLE III- MEMBERSHIP

The Committee shall consist of five members appointed by the Board of Commissioners. The criteria for appointments shall be a resident of Polk County and shall encourage a diversity of geography, occupation and gender. The CCI may recommend to the Board of Commissioners members to fill vacancies. The Board of Commissioners may revoke an appointment to the CCI upon conclusion that the member has not performed consistent with the purposes of the Committee for Citizen Involvement as set forth in all applicable policies.

ARTICLE IV - TERM OF OFFICE

The term shall be three years. Expiration dates for terms shall be staggered so that no more than two of the members' terms will expire in any year. To stagger membership terms, appointments could be one, two, or three year terms. Reappointment will be for three-year terms. Members may request reappointment.

ARTICLE V - MEETINGS

Regular meetings of the membership will be held at the direction of the chair.

All CCI meetings shall be publicized in advance of the meeting date in accordance with the state law. All meetings shall be conducted by a majority of the current CCI members.

ARTICLE VI - VOTING AND QUORUM

A quorum shall be a majority of the current CCI members. A vote shall be decided by a simple majority of the CCI of Polk County members present. A quorum of CCI members must be present for the CCI to take official action.

ARTICLE VII - ELECTION OF OFFICERS

The officers of the CCI of Polk County shall be the Chair and Vice Chair. The Polk County Board of Commissioner shall appoint the Chair. Election of a Vice Chair shall be determined by a vote of the CCI.

Exhibit A

ARTICLE VIII - DUTIES OF OFFICERS

The Chair shall preside at all meetings of the CCI of Polk County and be an ex-officio member of all subcommittees. In addition, the Chair or his / her designee shall present the Annual Report and Work Plan to the Board and such other duties as assigned.

The Vice Chair shall preside in the absence of the Chair and carry out such other duties as shall be assigned by the Chair.

ARTICLE IX - SUBCOMMITTEES

The Chair may create a subcommittee, based on the CCI recommendations, as deemed necessary to implement the objectives and purposes of the CCI and carry out its directives with established time lines.

A subcommittee shall present plans of work to the CCI and no action shall be undertaken without approval of the CCI.

A subcommittee shall be dissolved upon completion of its objectives and submission of a final report to the CCI.

ARTICLE X - AMENDMENTS

The Bylaws of the CCI are adopted by resolution by the Polk County Board of Commissioners. Any proposed amendment to the CCI Bylaws shall be considered at a public meeting by the CCI for consideration of a recommendation to the Board. There shall be written notification mailed to all CCI members at least twenty days prior to any CCI public meeting at which Bylaw amendments are to be considered. Upon consideration of amendments, a recommendation (upon approval of a majority vote of the CCI) to amend the Bylaws will be forwarded to the Polk County Board of Commissioners for consideration.