

CITY OF MONMOUTH, COUNTY OF POLK

STATE OF OREGON

A Resolution Accepting the "Monmouth)
Engaged" Final Report and Establishing)
the Monmouth Engaged Implementing)
Committees)

RESOLUTION NO. 1806

WHEREAS, the City of Monmouth retained Barney & Worth to conduct a community engagement process to gain input from Monmouth residents on key community issues and the future direction of the city; and

WHEREAS, the community engagement process conducted by Barney & Worth between April and August, 2015, involved over 1500 people through surveys and public meetings; and

WHEREAS, upon the conclusion of the community engagement process, Barney & Worth prepared a report and made a presentation to the Monmouth City Council, with findings and recommendations, on September 1, 2015; and

WHEREAS, among the recommendations of the Monmouth Engaged Final Report was the creation of citizen committees to further the work of the engagement process, particularly in the key subject-matter areas identified in the report, including Retail/Restaurants, University/Community Connections, Bicycle/Pedestrian Friendly Town and Community Gathering Places; and

WHEREAS, the Monmouth City Council endorses the findings and recommendations of the Monmouth Engaged Report, and desires to support further community engagement and action by the appointment of citizen committees to study and make recommendations regarding the key subject matter areas;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MONMOUTH AS FOLLOWS:

Section 1. The Monmouth Engaged Final Report be, and it hereby is, approved and adopted.

Section 2. There is established the following citizen committees to study and make recommendations on the key subject-matter areas identified in the report:

- (1) Retail/Restaurants.
- (2) University/Community Connections.
- (3) Bicycle/Pedestrian Friendly Town.
- (4) Community Gathering Places.

Section 3. Each committee is empowered to further define its charge and mission, and establish its own goals and benchmarks for progress, based generally on the findings and recommendations of the Monmouth Engaged Report. The City Council may, from time to time, request that each committee undertake further responsibilities relating to the general subject-matter area of the committee.

Section 4. Each committee shall consist of not less than four nor more than eight members appointed by the Mayor and approved by the City Council. Members of the committees must be residents or be employed or own a business or attend college in the City of Monmouth. A member not meeting the preceding criteria may be appointed and approved when the Mayor and City Council determine that such individual has special qualifications and expertise in the subject matter of the committee and has expressed interest in being appointed and serving and advancing the interests of the city. Each committee shall have the power to create and discharge subcommittees, assign certain responsibilities within its general subject-matter area, and appoint and remove members of the subcommittees.

Section 5. The term of office of each committee member shall be three years. Any vacancies shall be filled by appointment by the Mayor with approval by the City Council. Any member may be removed for cause. A member of a committee who is absent from three consecutive meetings without an excuse approved by the committee is presumed to be in nonperformance of duty and the City Council may declare the position vacant and appoint a new member to fill the unexpired term. A member who ceases to meet the membership requirements under Section 4 shall be disqualified from the committee and such member's position shall be deemed vacant.

Section 6. Each committee, at its initial meeting, shall select one member to be the chairperson, another to be vice-chairperson and another to be secretary. The chairperson shall preside over the meetings of the committee and perform such other duties as may be delegated by the committee. The vice-chairperson shall act in the absence of the chairperson. The secretary shall take and prepare the minutes of the committee in accordance with ORS 192.610 through 192.650. The secretary shall forward to the City Recorder a copy of the minutes of the meetings of the committee.

The secretary shall keep all the records of the committee and shall perform such other duties as may be delegated by the committee.

Section 7. Each committee shall meet at times and dates to be set by committee, and may meet upon the call of the chairperson or on call by a majority of its members. If necessary, members may attend the meeting by conference call in accordance with ORS 192.670(2).

Section 8. Each committee's procedures shall be in accordance with Robert's Rules of Order. The committees may adopt supplementary rules of procedure. All meetings are subject to the requirements of the Oregon Public Meetings Law (ORS Chapter 192.610 to 192.690). A majority of the members of each committee shall constitute a quorum for the conduct of business and the concurrence of a majority of those members present shall be required to decide any matter.

Section 9. The chairpersons of each committee shall meet from time to time, not less frequently than bi-annually, to communicate and coordinate, as needed, the activities of the committees.

Section 10. Each committee shall make a report of its activities to the City Council from time to time, not less frequently than annually. The City Council may call upon a committee for a report or consultation at the Council's discretion.

Section 11. The City Manager shall assign staff to the committee. Staff's responsibility shall be to give the committee neutral guidance and answer any questions of the board members and. The staff person is not a member of the board.

Adopted by the City Council and approved by
the Mayor, October 6, 2015.

ATTEST:

John E. D. Oberst, Mayor

Phyllis L. Bolman, City Recorder