

STAFF REPORT

For Meeting of December 12, 2016

MAYOR AND MEMBERS OF THE CITY COUNCIL

Agenda Item #

NO. 2016-

SUBJECT:

Committee
ordinance changes

Subject

Adopt new committee and commission rules

Summary and Background

On November 14, 2016 in a council work session, the council reviewed some proposed changes to Chapter 32 of the Code of Hermiston and to council policies related to committees. The relatively newly formed committees (Hispanic Advisory and Faith Based Advisory) had not been added to the ordinance. As the ordinance was reviewed a number of other changes were recommended.

Most of the proposed changes are to bring the current practices of the new and existing committees into the ordinance and policy. It also introduces some more flexibility into the ordinance so that meeting dates can be adjusted more easily. It also establishes the membership of the Hispanic Advisory Committee and the Faith-Based Advisory Committee at five members. That is slightly smaller than the current practice at the Hispanic Advisory Committee.

Fiscal Information

The changes proposed do not introduce any cost changes.

Alternatives and Recommendation

There are really two alternatives:

1. Continue working as is and allow the committees to function without an official ordinance.
2. Approve the ordinance as presented to give more structure and endorsement to the committees.

Recommendation

I recommend approval of the proposed new committee ordinance.

Requested Action/Motion

Approve the ordinance and resolution as presented.



City Manager

City of Hermiston

RESOLUTION NO. 2047

A RESOLUTION AMENDING THE RULES OF ORDER AND
PROCEDURE FOR THE CITY COUNCIL

WHEREAS, on November 14, 2016, in a council work session, the council reviewed some proposed changes to Chapter 32 of the Code of Hermiston and to council policies related to committees, now, therefore,

The City of Hermiston resolves as follows:

(New language is underlined.)

Section 1. That Article VII COMMITTEES, Section 36 is amended to read:

“36. GENERALLY

The City Council may create standing citizen advisory boards, committees or commissions to aid the Council in the conduct of public affairs. The City Council may also create ad hoc citizen committees to accomplish a specific task or project. All standing citizen advisory boards, committees and commissions shall be governed by COH Chapter 32, except that if application of a provision of COH Chapter 32 conflicts with an applicable state statute, the state statute shall prevail.”

Section 2. That Article VII COMMITTEES, Section 38 “Appointments to Municipal Boards and Commissions” is amended to read:

“38. APPOINTMENTS TO MUNICIPAL BOARDS AND COMMISSIONS

All appointments to city boards and commissions shall be made in accordance with the ordinances and city charter. Appointees shall not be full-time employees of the city, shall not be elected officials of the city, shall not be appointed to more than two boards or commissions at a time, and shall not sell to the city or its boards and commissions over which the council has appointive powers and budget control either directly as a prime contractor or supplier, or indirectly as a first tier subcontractor or supplier. Sales shall be construed to mean sales, services or fees aggregating \$7,500 (*revised 02/28/94*) or more in any one calendar year. Preference for appointees shall be given to city residents.”

Section 3. That Article VII COMMITTEES, Section 41 “APPLICATION” is amended to read:

“41. APPLICATION

“All applications for standing committees must be in writing, on a form provided by the City, addressed to the mayor and delivered before the expiration date established by the council. A

basic volunteer background check will be performed on all potential committee members and results will be delivered to the selection committee. A selection committee composed of the mayor and two councilors will review the applications and make recommendations to the council. The two councilors serving on the committee may be rotated annually.

Section 4. Effective date. Resolution 2047 is effective on the thirtieth day after its enactment.

DATED: December 12, 2016

CITY OF HERMISTON

MAYOR

ATTEST:

ASSISTANT CITY RECORDER