



Agenda Report 2014-08-11-06

Date: July 31, 2014

To: John Kovash, Mayor
Members, West Linn City Council

From: Kirsten Wyatt, Assistant City Manager *KW*

Subject: Resolution establishing bylaws for a Committee on Citizen Involvement

Purpose

Establish bylaws for a West Linn Committee on Citizen Involvement.

Question(s) for Council:

Should the City formally establish a Committee on Citizen Involvement?

Public Hearing Required:

None required.

Background & Discussion:

The City Council previously received training and guidance from Mr. John Morgan on the composition of Committees for Citizen Involvement (CCI) and Oregon Land Use Planning Goal One. The City Council requested additional discussion time at the August 4, 2014 work session on the proposed resolution to establish bylaws for a West Linn CCI.

Budget Impact:

\$0

Council Options:

1. Discuss the resolution and bylaws at the August 4 work session, and approve the resolution.
2. Do not approve the resolution.

Staff Recommendation:

Approve Resolution 2014-07.

Potential Motion:

Move to approve Resolution 2014-07, establishing bylaws for the West Linn Committee on Citizen Involvement.

Attachments:

Resolution 2014-07
Attachment A – Bylaws

RESOLUTION NO. 2014-07

A RESOLUTION ESTABLISHING BYLAWS FOR THE WEST LINN COMMITTEE FOR CITIZEN INVOLVEMENT

WHEREAS, citizen involvement and two-way communication with residents is a West Linn priority;

WHEREAS, State law requires the City maintain a citizen involvement program that ensures the opportunity for citizens to be actively involved in the land use process;

WHEREAS, Goal 1 of Oregon's Statewide Planning Goals & Guidelines states that governing bodies shall adopt and publicize a program for citizen involvement that clearly defines the procedures by which the general public will be involved in the on-going land-use planning process;

WHEREAS, effective citizen involvement is essential to good government and responsible land use decisions;

WHEREAS, the following guiding principles are the cornerstones to West Linn's citizen involvement program:

- We believe active citizen involvement is essential to the future of West Linn.
- We respect and consider all citizen input.
- We encourage involvement opportunities that reflect our diversity.
- We promote participation, based on citizen involvement opportunities, of individuals and of community, business, and special interest groups.
- We provide communications to encourage citizen participation in city processes that are understandable, timely and broadly distributed.
- We organize involvement activities to make the best use of citizens' time and effort.
- We assure that citizens feel valued and respected through the process.
- We strive to achieve the highest value and efficient use of taxpayer dollars;

WHEREAS, prior to 2008 there are no City records indicating that the City Council of West Linn delegated the duties of the City's Committee for Citizen Involvement;

WHEREAS, the City Council recognized the West Linn Planning Commission as the City's Committee for Citizen Involvement ("CCI") in September 2008 thereby delegating the duties of complying with Goal 1 to the Planning Commission;

WHEREAS, the City Council reevaluated its program for citizen involvement at the beginning of 2014; and

WHEREAS, the City Council decided that the importance of citizen involvement required a broader cross-section of interests be represented on the CCI.

NOW, THEREFORE, THE CITY OF WEST LINN RESOLVES AS FOLLOWS:

SECTION 1. The City of West Linn formally recognizes the Committee for Citizen Involvement in accordance with Attachment A, the City of West Linn Committee for Citizen Involvement Bylaws.

SECTION 2. The City of West Linn Committee for Citizen Involvement Bylaws are adopted.

This resolution was PASSED and ADOPTED this 11th day of August, 2014, and takes effect upon passage.

JOHN KOVASH, MAYOR

ATTEST:

KATHY MOLLUSKY, CITY RECORDER

APPROVED AS TO FORM:

CITY ATTORNEY

ATTACHMENT A

BYLAWS FOR A COMMITTEE FOR CITIZEN INVOLVEMENT FOR THE CITY OF WEST LINN, OREGON

ARTICLE I - NAME

The name of this organization shall be the Committee for Citizen Involvement of West Linn, Oregon; hereinafter called the CCI.

ARTICLE II - PURPOSE

The CCI shall be responsible for assisting with the evaluation of a program that:

1. Promotes and enhances citizen involvement in land use planning;
2. Evaluates the citizen involvement process; and
3. Makes recommendations to the City Council to improve the citizen involvement process.

ARTICLE III- MEMBERSHIP

The committee shall consist of two members of the City Council, the appointed chair of the Planning Commission, the appointed chair of the Historic Review Board, two citizens appointed at large, and a business community member appointed at large.

ARTICLE IV - TERM OF OFFICE

The membership term shall be for the duration of the term of service on the City Council, Planning Commission, or Historic Review Board for such members. The two at large citizen members shall serve a two year term.

ARTICLE V - VOTING

A quorum shall be a majority of the current CCI members. A vote shall be decided by a majority of the CCI members present at a meeting at which a quorum is present.

ARTICLE VI – MEETINGS

Meetings of the CCI shall be publicized in advance of the meeting date in accordance with state law. The CCI shall meet annually.

ARTICLE VII - PRESIDING OFFICER

The officer of the CCI shall be the Chair.

ARTICLE VIII - DUTIES OF OFFICERS

The Chair shall preside at all meetings of the CCI.