



COLUMBIA REGION ASSOCIATION of GOVERNMENTS

6400 S. W. CANYON COURT
PORTLAND, OREGON 97221

COUNTY COMMISSIONERS

MAR 20 10 36 AM '74

(503) 297-3726

MULTNOMAH COUNTY
OREGON

March 18, 1974

CLACKAMAS COUNTY

Canby
Gladstone
Happy Valley
Lake Oswego
Milwaukie
Oregon City
Sandy
West Linn
Wilsonville

CLARK COUNTY

Camas
Vancouver
Washougal

COLUMBIA COUNTY

Clatskanie
Columbia City
Prescott
Rainier
Scappoose
St. Helens
Vernonia

MULTNOMAH COUNTY

Fairview
Gresham
Portland
Troutdale
Wood Village

WASHINGTON COUNTY

Beaverton
Cornelius
Durham
Forest Grove
Hillsboro
North Plains
Sherwood
Tigard
Tualatin

Attached is a copy of the proposed Charter Rules of the Columbia Region Association of Governments, as it is being reorganized under SB769. These Rules will be considered at a public meeting on March 28, 1974, at 7:30 p.m. at the Portland Water Service Bureau Building, 510 S. W. Montgomery.

Your attendance at and participation in this public meeting is invited and encouraged. Suggested amendments to the Charter Rules will be duly considered by the Initial Board of Directors.

Recipients of this document are urged to make copies available to interested parties in their jurisdiction. Limited additional copies may be obtained by calling Marge Murlin at 297-3726.

CHARTER RULES
OF THE
COLUMBIA REGION ASSOCIATION OF GOVERNMENTS

ARTICLE I
NAME AND MEMBERSHIP

SECTION 1. Name of Association. The name of this organization shall be the Columbia Region Association of Governments, hereinafter referred to as CRAG.

SECTION 2. Membership.

(1) Members of CRAG are Clackamas, Multnomah and Washington counties in the State of Oregon and all incorporated cities within those counties.

(2) City or county associate members of CRAG shall consist of counties and any incorporated city within those counties bordering any of the member counties, who agree to join CRAG under conditions established by these Charter Rules and other rules of CRAG including an agreement to contribute financially on the same base assessment as members are required to contribute.

(3) Other associate members of CRAG shall consist of the following designated governmental units who agree to join CRAG under conditions established by these Charter Rules and other rules of CRAG and who contribute financially a sum agreed to by the governmental unit and the Board of Directors and approved by the General Assembly:

The State of Oregon;

The State of Washington;

The Port of Portland, operating under ORS Chapter 778; and
Tri-County Metropolitan Transportation District, operating
under ORS Chapter 267.

ARTICLE II
PURPOSES AND POWERS

SECTION 3. Purposes. The purposes of CRAG are to promote, encourage and pursue programs and policies that will:

(1) Provide coordinated regional planning in an effort to achieve such distribution of population, land development and land use within the region as will facilitate the effective provision of public services and facilities;

(2) Improve the quality of life within the region through the protection and enhancement of the physical environment;

(3) Improve and protect the physical, economic, social and mental well-being of the citizens of the region;

(4) Strengthen and improve the justice and safety systems within the region;

(5) Provide for efficient and effective transportation services within the region;

(6) Improve and strengthen the fiscal capacity of local governments within the region, promote equitable methods for raising revenue and increase the effectiveness of services performed by local governments within the region;

(7) Provide improved coordination among governmental agencies serving the region; and

(8) Otherwise provide governmental institutions with resources necessary to cope with their rapidly changing environments.

SECTION 4. Powers. CRAG shall have all powers and perform all duties and functions granted to it by statute or rule of this State or the United States, interstate compact, intergovernmental agreement or other authority as fully as though these Charter Rules specifically enumerated each of those powers and functions.

SECTION 5. Where Powers Vested. Except as these Charter Rules provide otherwise, all powers of CRAG shall reside in its General Assembly and its Board of Directors.

ARTICLE III
GENERAL ASSEMBLY

SECTION 6. Representation and Votes.

(1) Each member and associate member shall be represented in a General Assembly and shall have one vote.

(2) In addition, each member and city or county associate member with a population greater than 25,000 shall have one additional vote for each increment of 25,000 (or a majority thereof) over the initial 25,000 population.

(3) For the purpose of this section, the population of a county shall be considered as that portion of the population outside of the cities in the county, and all population figures shall be those determined by annual population estimate or census recognized for State purposes.

SECTION 7. Representatives.

(1) The governing body of each member and each city and county associate member shall appoint at least one member of its body to be a General Assembly representative.

(2) The Governor for state associate members and the governing boards for other associate members shall each appoint a General Assembly representative.

(3) The appointing authority of each member and associate member shall certify to the executive director the names of their General Assembly representatives.

(4) No member or associate member shall provide more representatives than they have votes in the General Assembly.

SECTION 8. Alternates.

(1) For each representative appointed to the General Assembly, the appointing authority may appoint an alternate who shall have the same qualifications as the representative. The alternate may attend and participate in all meetings of the General Assembly, but may vote only in the absence of the representative for whom he is an alternate. The term

of office of an alternate shall be the same as the term of office of the representative for whom he is an alternate.

(2) The appointing authority of each member and associate member shall certify to the executive director the names of all General Assembly alternates.

SECTION 9. Vacancies. A General Assembly representative's office shall be deemed vacant upon the incumbent's death, loss of qualifications to office, resignation or removal by the appointing authority.

SECTION 10. Officers.

(1) At its first meeting each year, the General Assembly shall designate one of its members as its chairman and another as its vice chairman for the remainder of the year and until their successors are designated.

(2) The chairman shall preside at all meetings of the General Assembly, and in his absence the vice chairman shall preside.

(3) The chairman and vice chairman shall be elective officials of members or city or county associate members of CRAG.

SECTION 11. Meetings.

(1) The General Assembly shall hold a regular meeting at least twice each year at a time and place determined by the Board of Directors.

(2) The Board of Directors may, or upon the written request of General Assembly representatives of at least three cities or counties that are members or associate members, shall, call a special meeting of the General Assembly.

SECTION 12. Notice and Agenda.

(1) Except in cases of emergency declared by the Board of Directors, notice of all meetings of the General Assembly shall be given to each representative at least twenty (20) days prior to each meeting, and an agenda shall be mailed, to an address indicated by each representative, at least five (5) days before the meeting. Where an emergency is

declared to exist such notice as is appropriate to the circumstances shall be given and a reasonable effort shall be made to contact each representative.

(2) A General Assembly representative may submit an item for the agenda to the executive director, for review by the Board of Directors, up to the day of the Board of Directors meeting prior to a scheduled General Assembly meeting.

(3) A General Assembly representative may request inclusion of an item not on the agenda, and it will be added thereto if approved by a majority of a quorum of the General Assembly present and voting.

SECTION 13. Quorum, Vote and Procedure.

(1) A quorum for transacting business shall consist of a majority of the votes of the General Assembly.

(2) Voting shall be by voice vote unless a roll call vote is requested by representatives of at least two members or associate members.

(3) Where not otherwise provided by rule of the Association, General Assembly proceedings shall be conducted in accordance with the latest edition of "Roberts Rules of Order Newly Revised."

SECTION 14. Record of Proceedings. The executive director shall cause a record of General Assembly proceedings to be kept.

SECTION 15. Assessment, Program and Budget.

(1) The General Assembly shall approve the amount of assessment each member and associate member shall pay for the support of CRAG.

(2) The General Assembly shall approve on or before June 30 each year a program and budget for the following fiscal year; however, budget and program revisions may be made during a fiscal year by the Board of Directors.

ARTICLE IV
BOARD OF DIRECTORS

SECTION 16. Member and Associate Member Representation. The Board of Directors shall consist of:

(1) One director appointed from the governing body of each county that is a member or associate member, by the governing body.

(2) One director appointed from the governing body of each member city over 300,000 population, by its governing body.

(3) One director each, appointed by separate caucuses (called by the mayor of the most populous city within each county) of the mayors of all cities that are members or associate members from within the county. For the purpose of this subsection, city does not include cities over 300,000 population and the whole population of a city shall be deemed to be within only that county where the majority of the city's population resides.

(4) One director from each of the other associate members, chosen in the manner specified for selection of their General Assembly representatives.

SECTION 17. Votes.

(1) Except as provided in subsection (2), directors shall be entitled to cast the same number of votes as could be cast in the General Assembly by the members and associate members whom the director represents on the Board of Directors.

(2) Directors selected by caucus of mayors shall only cast the number of votes which could be cast in the General Assembly if the population of all the cities whom he represents were combined and deemed to be one city.

SECTION 18. Director Qualifications.

(1) Only General Assembly representatives may be appointed to the Board of Directors.

(2) Each appointing authority shall certify to the executive director the name of its director appointed to the Board.

SECTION 19. Alternates.

(1) For each director appointed to the Board, the appointing authority may appoint an alternate who shall have the same qualifications as the director. Only in a director's absence may an alternate participate and vote in a meeting of the Board. The term of office of an

alternate shall be the same as the term of office of the director for whom he is an alternate.

(2) The appointing authority shall certify to the executive director of CRAG the name of their director alternate.

SECTION 20. Vacancies. A Board of Director's office shall be deemed vacant upon the incumbent's death, loss of qualifications to office, resignation or removal by appointing authority.

SECTION 21. Officers.

(1) The chairman and vice chairman of the General Assembly are respectively the chairman and vice chairman of the Board of Directors with the vice chairman serving as chairman in the chairman's absence.

(2) Within thirty (30) days of a vacancy in the office of chairman or vice chairman, the Board of Directors shall select from their members a new officer to serve for the balance of the unexpired term.

SECTION 22. Meetings.

(1) The Board of Directors shall hold a regular meeting at least once each month at a time and place designated by the chairman at least eight (8) days in advance of the meeting.

(2) The chairman upon his own motion or at the written request of three directors shall, by giving telephonic or other notice thereof to all directors then within the borders of the county and associate county members, call a special meeting of the Board for a time not earlier than forty-eight (48) hours after the notice is given.

SECTION 23. Rules and Record of Proceedings.

(1) The Board shall adopt rules for the government of its members and proceedings, and where not otherwise provided by these Charter Rules or Board Rules, Board of Director proceedings shall be conducted in accordance with the latest edition of "Roberts Rules of Order Newly Revised."

(2) The executive director shall cause a record of Board of Directors proceedings to be kept.

SECTION 24. Quorum. A majority of the votes of the Board plus a majority of the directors representing city and county members and associate members shall constitute a quorum for the transaction of its business.

SECTION 25. Powers and Duties. Except as otherwise provided in these Charter Rules, the Board of Directors may adopt such rules and revise or amend existing rules and do all other acts as they consider necessary for carrying out the functions and powers of CRAG.

SECTION 26. Reciprocity Vote Requirements.

(1) In decisions by the Board of Directors on matters in which members or associate members of different states are not on an equal basis relative to the ability of CRAG to effectuate a decision equally throughout the region due to lack of legal authority or failure of state or federal policy to provide it, those directors from a state in which CRAG's decision could not be equally enforced shall not vote and their votes shall not be considered for quorum purposes.

(2) When any member of the Board of Directors believes such a decision is under consideration, the Board of Directors shall determine if the decision is of such a nature to preclude participation by some directors and if so, identify which directors are so precluded. This determination, shall be conclusive on the issue.

ARTICLE V EXECUTIVE DIRECTOR

SECTION 27. Chief Administrative Officer.

(1) The chief administrative officer of CRAG shall be an executive director.

(2) The executive director shall be chosen and removed under terms established by the Board of Directors.

SECTION 28. Duties. The executive director shall:

(1) Perform such functions as provided by these Charter Rules and other rules of the Association.

(2) Keep the General Assembly and the Board of Directors advised about the needs and affairs of CRAG, make written reports concerning its activities, and furnish minutes of all meetings of the Board of Directors and General Assembly to all members of the General Assembly upon request.

(3) Appoint and, when he deems it necessary, suspend or remove all employes and appointive administrative officers. He may authorize any administrative officer who is subject to his direction and supervision to exercise those powers with respect to subordinates in that officer's department.

(4) Have authority, subject to the approval of the Board of Directors, to change, consolidate or abolish any of the positions, departments or divisions of the administrative organization.

(5) Prepare a proposed annual work program and budget on or before March 1 for submission to the Board of Directors for adoption and recommendation to the General Assembly and upon its adoption execute the work program and budget. Further, he shall prepare any revisions to the work program or budget for submission and adoption by the Board of Directors.

(6) Act as fiscal agent for the Board; apply for, receive and disburse monies, grants, gifts, and loans and enter into contracts and agreements to execute the work program and other directives of the Board.

(7) Cause personnel rules to be prepared and submit them to the Board of Directors for adoption.

(8) Develop a system of finance and accounts which will permit control of expenditures and the accounting for income and disbursement of funds of CRAG.

ARTICLE VI
MISCELLANEOUS PROVISIONS

SECTION 29. Amendments. These Charter Rules may be amended only by a majority of a quorum of the General Assembly as provided in Section 13.

SECTION 30. Time of Effect. These Charter Rules shall take effect ten (10) days after publication in the bulletin published by the Oregon Secretary of State under ORS 183.360.

SECTION 31. Transition.

(1) CRAG under these Charter Rules succeeds to all existing rights and privileges and shall be liable for all obligations entered into and executed by the Columbia Region Association of Governments organized under intergovernmental cooperation agreement.

(2) All rules and other provisions of that organization not inconsistent with these Charter Rules or other rules promulgated hereunder in force when these Charter Rules take effect shall remain in effect until amended or repealed.