

BEFORE THE METRO COUNCIL

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|------------------------------------|-----------------------|
| AN ORDINANCE CREATING THE OFFICE) | ORDINANCE NO. 93-479A |
| OF CITIZEN INVOLVEMENT;) | |
| ESTABLISHING A CITIZEN'S) | Introduced by the |
| INVOLVEMENT COMMITTEE AND A) | Governmental Affairs |
| CITIZEN INVOLVEMENT PROCESS; AND) | Committee |
| DECLARING AN EMERGENCY) | |

THE METRO COUNCIL ORDAINS AS FOLLOWS:

Section 1. Amending the Metro Code. Section 2 of this Ordinance is an amendment to the Metro Code.

Section 2. Adding Chapter 2.12. The following chapter is added to the Metro Code.

CHAPTER 2.12

OFFICE OF CITIZEN INVOLVEMENT

2.12.010 Creation and Purpose: There is hereby created an Office of Citizen Involvement consisting of such employees as the Council may provide. The Office of Citizen Involvement shall report to the Metro Council and is not a department of Metro. The purpose of the Office of Citizen Involvement is to develop and maintain programs and procedures to aid communication between citizens of Metro and the Council and Executive Officer.

2.12.020 Establishment of Metro Committee for Citizen Involvement:

(a) There is hereby established the Metro Committee for Citizen Involvement (Metro CCI) within the Office of Citizen Involvement. The Metro CCI will be responsible for assisting with the development, implementation and evaluation of Metro's citizen involvement programs and advising the Council, Executive

Officer, and appropriate Metro committees in ways to involve citizens in regional planning activities and other Metro programs.

(b) The Council shall by Resolution appoint members and alternates to the Metro CCI. The positions shall be as follows:

(1) The Metro CCI shall have nineteen (19) members.

Each member position shall have an alternate.

Membership shall consist of:

(A) One (1) representative from each of the thirteen (13) Metro Council districts (for a total of 13);

(B) One (1) representative from each of the areas outside of the Metro boundaries in Clackamas, Multnomah, and Washington Counties (for a total of 3);

(C) One (1) representative from each of Clackamas County's Committee for Citizen Involvement (CCI), Multnomah County's Citizen Involvement Advisory Committee (CIAC) and Washington County's Committee for Citizen Involvement (CIC) (for a total of 3).

(2) A Metro staff member shall act as a non-voting advisor for the Metro CCI.

(3) Members and alternates shall not be elected officials.

(4) Alternates for each member shall be appointed to serve in the absence of the regular members (and shall be encouraged to attend meetings on a participatory but

non-voting basis).

- (5) Members (or designated alternates) shall be expected to present a balanced representation of the interests of their district at all meetings of the Metro CCI.

Section 2.12.030 Approval of Bylaws and Appointments: The Council shall approve bylaws by which the Metro CCI will proceed. Bylaws shall include: the committee's name; the geographical area served; the mission and purpose of the committee; membership and terms of office; officers and duties; meetings, conduct of meetings and quorum standards; and methods for amending the bylaws.

The Council shall by resolution make reappointments to the Metro CCI from time to time, and revise the organizational structure of the Metro CCI as made necessary by changes to Metro Code.

Section 3. Recognizing and Continuing Effect of Resolutions. Until such time as existing members terms expire, the Metro CCI appointed pursuant to Resolutions 92-1666A and 92-1702 shall serve as the Metro CCI created by this Ordinance. The bylaws adopted pursuant to Resolution 92-1580 shall be the bylaws of the Metro CCI subject to amendment pursuant to Metro Code Section 2.12.030.

Section 4. Effective Date. This Ordinance being necessary for the health, safety, or welfare of the Metro area, for the reason that the Metro Charter takes effect January 1, 1993 and requires the establishment of the Office of Citizen Involvement and a citizen's involvement committee, an emergency

is declared to exist, and this Ordinance takes effect upon passage.

ADOPTED by the Metro Council this 14th day of January, 1993.



Judy Wyers, Presiding Officer

ATTEST:



Clerk of the Council

L:\OR93-479.ENG

BEFORE THE METRO COUNCIL

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- (5) Members (or designated alternates) shall be expected to ~~[represent]~~ present a balance representation of the interests of their ~~[constituency]~~ district at all meetings of the Metro CCI.

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is declared to exist, and this Ordinance takes effect upon passage.

ADOPTED by the Metro Council this ____ day of _____, 1993.

Judy Wyers, Presiding Officer

ATTEST:

Clerk of the Council

L:\OR93-479.ENG

GOVERNMENTAL AFFAIRS COMMITTEE REPORT

ORDINANCE NO. 93-479A, CREATING THE OFFICE OF CITIZEN INVOLVEMENT; ESTABLISHING A CITIZEN'S INVOLVEMENT COMMITTEE AND A CITIZEN INVOLVEMENT PROCESS; AND DECLARING AN EMERGENCY

Date: January 14, 1992

Presented by: Councilor Moore

COMMITTEE RECOMMENDATION: At its January 7, 1993 meeting the Governmental Affairs Committee voted 3-0 to recommend Council adoption of Ordinance No. 93-479 as amended. Voting in favor: Councilors Gates, Moore and Wyers. Excused: Councilors Gardner and Hansen. Other Councilors present: Buchanan, Devlin, Kvistad, McLain, and Washington.

COMMITTEE DISCUSSION/ISSUES: Council Administrator Don Carlson presented the staff report. He said the ordinance implemented the provisions of the Charter, section 28, for the Office of Citizen Involvement and the committee for citizens involvement. Additionally, the ordinance would approve the Metro Committee for Citizen Involvement (MCCI) as the committee outlined in the Charter.

Councilor Hansen asked for the budget impact. Mr. Carlson stated the impact was \$26,800 for the current fiscal year, and that Judy Shioishi, Associate Council Analyst would move to full-time employment. The budget adjustment is included in a separate ordinance. Councilor Hansen asked about a need for additional funds for office expenses, and Mr. Carlson explained the costs would be absorbed in the existing budget and information would be evaluated as work progresses. If it became necessary, an additional amendment might be requested and that the FY 93-94 budget would include projected expenses.

Councilor Buchanan expressed concern over problems in the appointment process, and the committee discussed Councilor participation in that process. Councilor Devlin noted that if the Council wanted to make changes to the process, a separate resolution would be required to amend the MCCI bylaws. Chair Gates requested copies of the bylaws be distributed to the committee for review.

Committee discussion then centered on three points: 1) how the MCCI will report to the Council, 2) the placement of the office, and 3) the relationship of the members or alternates to the citizens within, and in the surrounding area of, Metro.

Councilor Moore moved that the committee forward the ordinance with the following amendments to address these issue areas:

- 2.12.010, Creation and Purpose: There is hereby created an Office of Citizen Involvement consisting of such employees as

the Council may provide. The Office of Citizen Involvement shall report to the Metro Council and is not a department of Metro.

- 2.12.020, Establishment of Metro Committee for Citizen Involvement: (b)(5) Members (or designated alternates) shall be expected to [~~represent~~] present a balanced representation of the interests of their [constituency] district at all meetings of the Metro CCI.

The first amendment was developed to clarify the reporting and placement of the office within the Metro organization.

The second amendment was proposed to clarify the relationship of the MCCI, as they do not represent the citizens directly, but should broadly present a balanced representation of the interests of those in the district.

The Committee received testimony from Sidney Bass, a MCCI member and participant in the committee which developed the bylaws. Addressing Councilor Buchanan's concerns, he stated the group was to be a process group, not an advocacy group, and that the intent of the MCCI was to advise all standing committees as necessary. He supported the Ordinance.

Councilors discussed holding the Ordinance for action at a future date. The committee concluded that inasmuch as appointments require Council ratification, and the appointment process itself is contained in the MCCI bylaws, which would be a separate discussion, that the bylaws might be reconsidered for potential amendments at a later time.

The committee then approved the ordinance with the amendments.



METRO

2000 S.W. First Avenue
Portland, OR 97201-5398
503/221-1646

Memorandum

Date: December 17, 1992

To: Governmental Affairs Committee

From: Donald E. Carlson, ^{DE} Council Administrator

Re: Committee Introduction of Citizen Involvement Program Ordinance

Please find attached Draft Ordinance No. 93-479. The purpose of the ordinance is to recognize the creation of the office of citizen involvement and continue the existing Metro Committee for Citizen Involvement as the charter mandated citizen involvement committee. Ordinance No. 93-479 is the same as that reviewed and discussed by the Council at its December 14 Work Session.

Also attached is a copy of the December 7, 1992 memo that was considered by the Council at the Work Session.

Council Staff recommends that the Governmental Affairs Committee adopt a motion to introduce Ordinance No. 93-479 for filing with the Council Clerk and First Reading at the December 22, 1992 Council Meeting.

Ord. 93-479.memo



METRO

2000 S.W. First Avenue
Portland, OR 97201-5398
503/221-1646

Memorandum

Date: December 7, 1992

To: Metro Council

From: Donald E. Carlson, Council Administrator ^{DSC}
Judy Shioishi, Associate Council Analyst ^{JS}

Re: Draft Ordinance on the Office of Citizen Involvement and
the Metro Committee for Citizen Involvement

Please find attached a draft copy of an ordinance which implements the provisions of Section 28 of the Metro Charter. Section 28 reads as follows:

"Section 28. Metro Office of Citizen Involvement

(1) Creation and purpose. The Metro office of citizen involvement is created to develop and maintain programs and procedures to aid communication between citizens and the council and executive officer.

(2) Citizen's committee in office of citizen involvement. The council shall establish by ordinance (a) a citizen's committee in the office of citizen involvement and (b) a citizen involvement process. The council shall appropriate sufficient funds to operate the office and committee."

Prior to the adoption of the Charter the Council started the process for creating a regional citizen involvement program. The ordinance adopting the Regional Urban Growth Goals and Objectives required creation of a citizen's involvement committee and process for Metro. Bylaws have been approved by the Council creating the Metro Committee for Citizen Involvement (Metro CCI) and an extensive recruitment, nominating and appointment process has just been completed. The Council has provided staff support for this effort.

The Draft ordinance recognizes the efforts to date and the provisions of the Metro Charter. The ordinance 1) creates the Office of Citizen Involvement including continuation of Council Department staff support for the Office; 2) establishes the Metro Committee for Citizen Involvement continuing the previously adopted Bylaws and recognizing the current membership of the Metro CCI; and 3) declares an emergency and sets an immediate effective date for the ordinance.

Based upon the level of staffing effort to date provided by Ms. Shioishi (she has averaged 29 hours per week) and the need to

continue implementation of the council outreach program, Council Staff is recommending the Associate Council Analyst position be increased to a full time position. It is currently budgeted at .50 FTE. The staff effort for the Metro CCI also includes meeting notice, agenda preparation and distribution, meeting recording and record retention duties. The Council Department will provide these activities with existing resources.

The cost of increasing the Associate Council Analyst position to full-time is approximately \$26,800 for the current fiscal year. Details of the necessary budget adjustment are included in the proposed ordinance amending the Council Department budget regarding Council salaries.

cc: Rena Cusma, Executive Officer
Metro Committee for Citizen Involvement

Ord. 93-xxx Cit.Inv.memo

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passage.

ADOPTED by the Metro Council this _____ day of _____,
1993.

ATTEST:

, Presiding Officer

Clerk of the Council

L:\OR93-479.N22



METRO

2000 S.W. First Avenue
Portland, OR 97201-5398
503/221-1646

Memorandum

DATE: January 19, 1993
TO: Rena Cusma, Executive Officer
FROM: Paulette Allen, Clerk of the Council
RE: TRANSMITTAL OF ORDINANCE NOS. 93-479A, 93-480A AND 93-481

Attached for your consideration are true copies of the ordinances referenced above adopted by the Council on January 14, 1993.

If you wish to veto any of the ordinances referenced above, I must receive a signed and dated written veto message from you no later than 5:00 p.m., Friday, January 22, 1993. The veto message, if submitted, will become part of the permanent record. If no veto message is received by the time and date stated above, these ordinances will be considered finally adopted.

I, Paulette Allen, received this memo and true copies of Ordinance Nos. 93-479A, 93-480A and 93-481 from the Clerk of the Council on Jan 19, 1993.