



City of Oregon City

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Staff Report

File Number: PC 18-016

Agenda Date: 2/5/2018

Status: Agenda Ready

To: Citizen Involvement Committee

Agenda #:

From: Christina Robertson-Gardiner

File Type: Planning Item

SUBJECT:

2018-2019 CIC Elections

RECOMMENDED ACTION (Motion):

Staff recommends the CIC elect a Chair, Vice Chair and Secretary to serve a two year term. As there are no specifics on the nomination process in Title 2.30.040, Staff recommends using the following parliamentary procedure:

1. Open the nominations,
2. Ask if nominees accept the nominations,
3. Close the nominations.
4. Vote by show of hands, 1 per NA or vote by roll, calling each NA to name their vote.
5. Old officers relinquish role to new officers.

BACKGROUND:

2.30.040 - Officers and staffing.

A. Officers shall include chairperson, vice-chairperson and secretary.

1. The officers shall be appointed for two years starting in January of each even year. In the event that an officer is unable to complete the specified term, a special election shall be held for the completion of the term. Members may not serve more than two consecutive terms as a chair, vice-chair or combination thereof. An officer appointment expires if a member is no longer appointed to the CIC.

2. Chairperson. The chairperson shall preside at all CIC meetings and serve as an ex-officio member on all committees. The chairperson shall be the official spokesperson for the CIC, representing the majority position of the CIC, unless otherwise delegated in writing with the majority consent of the CIC.

3. Vice-Chairperson. The vice-chairperson, in absence of the chairperson, shall have general supervisory and directional powers over the CIC. The vice-chairperson shall conduct all business delegated to the chairperson, in his or her absence.

4. Secretary. The secretary prepares the minutes and attendance records (as needed) of all meetings and submits the information to the city liaison.

BUDGET IMPACT:

Amount:

FY(s):

Funding Source: