

AGENDA BILL

**Beaverton City Council
Beaverton, Oregon**

SUBJECT: An Ordinance Amending Chapter 2.03 of the City Code Related to the Boards, Commissions, and Committees

FOR AGENDA OF: 08-03-21 **BILL NO:** 21197

CITY MANAGER'S APPROVAL: [Signature]

DEPARTMENT OF ORIGIN: CSE Jerry Allen

DATE SUBMITTED: 07-13-21

CLEARANCES: City Attorney GW

PROCEEDING: ORDINANCE
o First Reading

EXHIBITS: 1. Draft Ordinance

BUDGET IMPACT

EXPENDITURE	AMOUNT	APPROPRIATION
REQUIRED \$0	BUDGETED \$0	REQUIRED \$0

RECOMMENDED ACTION:

The Mayor reads aloud and verbatim the following regarding the proposed ordinance (Exhibit 1):

“On August 17, 2021, during the regularly scheduled City Council meeting, a public hearing will be held regarding the following proposed ordinance: An Ordinance Amending Chapter 2.03 of the City Code related to the Boards, Commissions, and Committees.”

ORDINANCE NO. TBD

AN ORDINANCE AMENDING CHAPTER 2.03 OF THE CITY CODE RELATED TO THE BOARDS, COMMISSIONS, AND COMMITTEES TO PERMIT ALTERNATES

Whereas, the City of Beaverton began the process a few years ago to permit alternates to participate on several boards, commissions, and committees (Board) established under Beaverton City Code Chapter 2.03; and

Whereas, the use of alternates on certain boards has allowed the City to add additional participants and creates another pathway to Board membership if a regular member leaves during the term of appointment and the Mayor is permitted to appoint another Board member to fill in the vacancy; and

Whereas, the City would like to expand these opportunities and create the flexibility of alternates on all Boards.

Now, therefore,

THE CITY OF BEAVERTON ORDAINS AS FOLLOWS:

Section 1. Amendment. The Code is amended by amending the sections as shown in Exhibit A, which is attached and incorporated by this reference.

Section 2. Severability. The sections and subsections of this ordinance are severable. If any part of this ordinance is held unconstitutional or otherwise invalid by a court of competent jurisdiction, the remaining parts shall remain in full force and effect unless:

- A. The remaining parts are so essentially and inseparably connected with and dependent upon the unconstitutional or invalid part that it is apparent that the remaining parts would not have been enacted without the unconstitutional or invalid part; or
- B. The remaining parts, standing alone, are incomplete and incapable of being executed according to the legislative intent.

First reading the _____ day of _____, 2021.

Public hearing the _____ day of _____, 2021.

Duly passed by the City Council the _____ day of _____, 2021.

Attested:

Signed:

Catherine Jansen, City Recorder

Lacey Beaty, Mayor

2.03.002 General provisions applicable to boards and commissions.

Unless otherwise specifically provided in this chapter or applicable law, all boards, commissions, and committees created by ordinance or statute shall be bound by the following general provisions:

- A. The use of the word “board” in this section includes commissions and committees established within this chapter.
- B. Each board that meets more than once a year shall make an annual report to the council containing a summary of activities of the board for the preceding year.
- C. Each board shall adopt written bylaws, which shall be reviewed by the city attorney for legal sufficiency and ratified by resolution of the city council. Any amendments to the written bylaws is not effective unless the city attorney reviews them for legal sufficiency and city council ratifies them by resolution. If the city attorney or city council does not approve of the bylaws or its amendments, then the bylaws or its amendments shall be sent back to the board with an explanation of why it was not approved.
- D. As provided in the city charter, the mayor shall appoint all members to a board, subject to confirmation by city council. Members appointed by the mayor shall serve at the pleasure of the mayor, but any removal by the mayor is subject to confirmation by city council. If there is a vacancy on a board, the mayor shall appoint another member to the board through a process substantially similar to that used to appoint original members to the board. The member filling the vacancy shall serve on the board for the remainder of the unexpired term. As used in this subsection, “members” includes alternates.

[E. Up to three alternates may be added to a board. Alternates may participate in all discussions and activities of a board. However, alternates do not establish quorum on a board or its subcommittees and are nonvoting members.](#)

[EE.](#) Any person may challenge the accuracy of proposed or approved minutes of a board, provided the person challenges the accuracy within six months of the date the board approves the minutes. To challenge the accuracy of proposed or approved minutes, the person must present to the board the section of the minutes that the person disputes, and provide a recommended alternative, preferably with direct reference to the pertinent section of an audio

recording of the meeting in question, if any. The board may then make a motion to reject, approve, or approve with modifications the recommended alternative.

XV. BEAVERTON ARTS COMMISSION

2.03.235 Membership.

The BAC shall consist of 15 members ~~and up to two alternates, who shall be nonvoting members.~~

XVII. HUMAN RIGHTS ADVISORY COMMISSION

2.03.265 Membership.

The commission shall consist of 13 members ~~and up to two alternates, who shall be nonvoting members.~~

XVIII. BEAVERTON COMMITTEE ON AGING

2.03.305 Membership.

The BCOA shall consist of 11 members ~~and up to two alternates, who shall be nonvoting members.~~

XXI. SOCIAL SERVICES FUNDING COMMITTEE

2.03.370 Membership.

The committee shall consist of ~~seven-nine~~ members who are not elected officials or employees of the City. The mayor shall appoint committee members, subject to confirmation by the council. A vacancy in membership shall be filled for the unexpired portion of the member's term as soon as practical through a process substantially similar to the process used for the original appointments.

XXIII. BICYCLE ADVISORY COMMITTEE

2.03.555 Membership.

The bicycle advisory committee shall consist of nine members ~~and up to two alternates, who shall be nonvoting members.~~ The bicycle advisory committee may also include up to two ex officio nonvoting members, one from a Washington County active transportation interest group and one from a Metro-area active transportation interest group.