

ORDINANCE BILL NO. 9 FOR 2017

ORDINANCE NO. ____

SWEET HOME ORDINANCE ESTABLISHING CERTAIN CITY COMMITTEES

THE CITY OF SWEET HOME DOES ORDAIN AS FOLLOWS:

Section 1. Sweet Home Municipal Code Chapter 2.10 is created to read as follows:

CHAPTER 2.10 CITY COMMITTEES

Section

- 2.10.010 Establishment.
- 2.10.020 Membership.
- 2.10.030 Terms of office.
- 2.10.040 Rules of committee
- 2.10.050 Powers and duties.

2.10.010 ESTABLISHMENT.

There are established the following committees to serve at the pleasure and in service to the City Council:

1. Park And Tree Committee
2. Public And Traffic Safety Committee

2.10.020 MEMBERSHIP.

A. Each Committee listed in SHMC 2.10.010 shall consist of seven voting members appointed by the Mayor with members confirmed by the City Council.

B. Each Committee may have up to three non-voting ex-officio members who are appointed by the Mayor.

C. Each Committee shall have a Chairperson elected by the Committee and a Vice-chairperson elected by the Committee who shall have the same authority as the Chairperson when the Chairperson is absent.

D. Not more than two of the voting members of a Committee shall be non-residents of the city. A non-resident member must reside within the boundaries of the Sweet Home School District No. 55. The non-resident provision does not apply to any current member of a committee, board or commission that is being reorganized hereby.

E. If a vacancy occurs during a term of office the Mayor may appoint a city council member or non-council member with confirmation by the City Council to serve for the duration of the term of office on the Committee.

2.10.030 TERMS OF OFFICE.

A. This section shall not apply to an ex-officio member of a Committee.

B. The term of office of each committee member is four years or until a successor is appointed and confirmed as set forth above.

C. The term of office of each committee member shall be staggered so that the terms of not more than three committee members will expire in the same year.

D. Notwithstanding subsection B of this section the committee members of the first Committee appointed and confirmed shall draw lots for the length of their terms of office so that three members shall serve two years.

2.10.040 RULES OF COMMITTEE

A. The Committee shall take minutes of its meetings and submit copies of its minutes to the City Council and shall prepare and submit such reports as from time to time may be requested of it by the City Council or other city committees, boards or commissions.

B. In all cases not specifically provided for herein or in city charter, ordinance or rule, the Committee shall be governed by the law and precedents laid down in the then current edition of Robert's Rules Of Order.

C. A majority of committee members is a quorum to conduct business and the concurrence of a majority of a quorum shall be required to determine any matter before the Committee.

D. Voting members of a Committee shall receive no compensation for services rendered. The Committee may receive gifts, bequests or devises of property to carry out any of the purposes of the Committee. Gifts of any real or personal property or funds donated to the Committee and accepted by the governing body shall be administered in accordance with each gift's terms and all property or funds shall be held in the name of the city.

E. A Committee shall be an advisory committee and shall have no executive or administrative powers or authority and this chapter shall not be construed as depriving elected or appointed officials of the city of any power they may have under the laws of the state, charter or ordinances of the city.

F. Any member who misses two consecutive meetings without a leave of absence granted by the Chairperson will be asked to step down and a new member will be appointed and confirmed as set forth above to fill the vacancy.

G. The minutes of the Committee shall be included in the City Council packets.

H. All annual reports of a Committee for the City Council shall be presented before April 1, of each year.

2.10.050 POWERS AND DUTIES

PARK AND TREE COMMITTEE:

The powers and duties of the Park And Tree Committee shall be as follows:

1. To conduct an inventory of existing street trees, including historical trees and public properties in need of beautification and plantings and present a written report to the City Council of its findings;
2. To develop and recommend to the City Council, for its adoption, a master list of trees suitable for planting within the city. The list shall be reviewed annually, a copy of which shall be kept on file in the office of the City Recorder for public information;
3. To develop and recommend to the City Council, for its adoption, ordinances and policies for the planting, care, maintenance, replacement and protection of trees throughout the city;
4. To act in an advisory capacity to the Planning Commission with respect to landscape design, suitable plantings, protection of natural vegetation and street tree requirements;
5. To submit recommendations to the City Council regarding the beautification of public properties and rights-of-way;
6. To promote public knowledge and acceptance of the value of tree planting and maintenance programs and requirements;
7. To develop a capital development program for each fiscal year, to include acquisition of new land and/or development of existing property for parks and other recreation areas;
8. To recommend recreation programming needs to be produced by the city;
9. To recommend an operating budget to carry out the recreation program as outlined for the forthcoming fiscal year; and
10. To perform additional duties and studies as may be required from time to time by the City

Council.

11. To meet a minimum of four meetings a year, beginning with the month of December, which meeting should be devoted to the development of the next year's capital and recreation programs.

PUBLIC AND TRAFFIC SAFETY COMMITTEE:

The duties and powers of the Public And Traffic Safety Committee shall be as follows:

1. To work closely with the state's Traffic Safety Committee and seek whatever assistance as would benefit the city. The Committee shall engage in a traffic safety program within the city to ensure public traffic safety awareness.

2. To review all requests to establish or alter traffic controls and parking controls and all traffic safety problems coming to the attention of the Committee. The Committee shall be empowered to make recommendations to the City Council for corrective action.

3. To review all public safety matters that are referred to it by the City Council.

Section 2. The existing Street Tree Commission, Park Board and Traffic Safety Committee are hereby dissolved and the current members thereof are hereby appointed by the Mayor and confirmed by the City Council to the respective Committees established herein that correspond to the powers and duties they were performing. SHMC Chapter 2.16, Chapter 2.24 and Chapter 2.28 are hereby repealed along with their enacting ordinances 585, 707, 721, 788, 993 and 1095.

PASSED by the Council and approved by the Mayor this day of , 2017.

Mayor

ATTEST:

City Manager - Ex Officio City Recorder