

RESOLUTION NO. 385

IN THE MATTER OF AGREEMENT ESTABLISHING THE CROOK COUNTY COORDINATING COMMITTEE, AND AMENDING CENTRAL OREGON INTERGOVERNMENTAL COUNCIL, ARTICLES OF AGREEMENT.

WHEREAS, The City of Prineville desires to join with other governmental units of Crook County in the creation of a Crook County Coordinating Committee and to secure the benefits of participation in such a committee; and

WHEREAS, the City of Prineville recognizes the need for intergovernmental cooperation with the governmental units of Jefferson and Deschutes Counties in the solution to problems that transcend local boundaries and desires to join with the governmental units of Jefferson and Deschutes Counties in the formation of a Central Oregon Intergovernmental Council for the solution of such problems; and

WHEREAS, the City Council of the City of Prineville has considered and agrees to:

The provisions of the "Articles of Agreement, Crook County Coordinating Committee," a copy of which is attached to and made a part of this resolution.

The provisions of the "Articles of Agreement, Central Oregon Intergovernmental Council," as amended, a copy of which is attached to and made a part of this resolution.

THEREFORE, BE IT RESOLVED, that the City Council of the City of Prineville hereby approves and agrees to:

The "Articles of Agreement" establishing the Crook County Coordinating Committee.

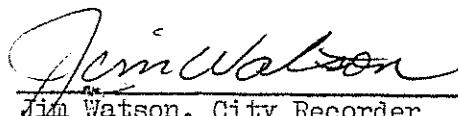
The "Articles of Agreement" establishing the Central Oregon Intergovernmental Council, as amended, and agrees to participate as a member of the Central Oregon Intergovernmental Council involving governmental units in and of Jefferson, Crook, and Deschutes Counties.

Resolution No. 378 is hereby repealed.

Passed by the City Council this 24<sup>th</sup> day of August, 1971.

Approved by the Mayor this 24<sup>th</sup> day of August, 1971.

  
William P. Holsclaw, Mayor

  
Jim Watson, City Recorder

CROOK COUNTY COORDINATING COMMITTEE

This agreement entered into this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_ by and among the county and the cities and special purpose districts of said County, State of Oregon.

WHEREAS, the county, cities and special purpose district of Crook County recognize that planning problems and opportunities often transcend local boundaries, and

WHEREAS, many state and federal, grant and loan programs require intergovernmental and multijurisdictional cooperation as a prerequisite for financial assistance, and

WHEREAS, the parties to this agreement recognize the value of cooperative planning, development and problem solving on a regional basis, believe that economies of scale can be realized through such cooperative measures and that decision making on local matters can best be made by officials within their own region.

THEREFORE; it is deemed appropriate that the principally affected governments join together in these voluntary Articles of Agreement to form the Crook County Coordinating Committee and establish the following articles to guide their procedure:

Article I. Name

The name of this organization shall be: Crook County Coordinating Committee.

Article II. Authorization

The authorization for the establishment of this organization is set forth in state enabling legislation (ORS 190.003 to 190.110) and by resolution of the following: Crook County, City of Prineville

Article III. Membership

A. The county, cities and special purpose districts, wholly or partly within the boundaries of Crook County shall be eligible to become a member of the Committee. The governing body of any eligible government may attain membership by adopting a resolution approving this agreement;

B. Each member government shall be represented on the Committee by one member, designated by and serving at the pleasure of the member governments' governing body. An alternate representative may be designated by the governing body to serve in the absence of the representative;

Article IV. Functions

The Committee may:

A. Discuss and conduct studies of governmental programs and facilities which are of concern to two or more units of government in the county; develop and agree upon proposals whereby such programs and facilities might be provided more efficiently or effectively by voluntary, joint or other cooperative action; recommend adoption of such proposals to the governments affected, and provide assistance in implementing such proposals;

B. Prepare and approve comprehensive plans for the development of the county's urban growth areas and recommend adoption of such plans by the governments having planning jurisdiction within the urban growth areas;

C. Review the plans and planning activities of individual governments within the county from time to time and make recommendations which will result in the coordination of such plans and planning activities in conformity to comprehensive plans for the county and the central Oregon area;

D. Provide or procure technical and advisory services requested by any member government of the County Committee and perform other functions which will contribute to the physical, social and economic well-being of the citizens of the county and the Central Oregon area;

E. Participate, as an integral partner, in activities which would develop comprehensive plans for the development of the Central Oregon area and participation in various federal-state programs designed to improve the livability of the area.

#### Article V. Powers

In carrying out its functions, within the limitations of its funds and approved budget, the Committee may:

A. Employ staff, retain consultants, or obtain the personal services of employees of member governments under agreement with the member governments involved;

B. Appoint advisory committee consisting of elective or appointive officials and employees of any governmental agency in the region, or of private citizens;

C. With the approval of member governments, enter into contracts with the United States, the State of Oregon, units of local government in the State of Oregon; or private firms and individuals for the conduct of studies or for other work;

D. Adopt bylaws to provide procedures for the conduct of Committee business; and

E. Have other powers necessary and proper to the exercise of Committee functions.

#### Article VI. Officers

A. The members of the Committee shall elect from among themselves a Chairman, Vice Chairman, Secretary-Treasurer and such other officers as may be prescribed by the bylaws, in such manner and for such terms and with such duties as may be prescribed by the bylaws;

B. For the purposes organizing the Committee and electing officers, the Chairman of the Crook County Commissioners shall convene an organization meeting upon receipt of resolutions, adopting said Articles of Agreement, from general purpose units (cities-county) of local government representing 75% of the county's population. Subsequent elections will be held as prescribed in the bylaws.

#### Article VII. Meetings

A. The Committee shall meet monthly. Additional meetings may be called by the Chairman with the concurrence of two additional members or by a majority of the members;

B. A quorum shall consist of a simple majority of representatives of the Committee;

C. All meetings at which official action is taken shall be open to the general public; however, the Committee may meet in executive session for discussion purposes;

D. Unless otherwise specified, Robert's Rules of Order shall govern the proceedings at the meeting of the Committee.

#### Article VIII Advisory Committees

The Chairman shall appoint such advisory committees as in the judgment of the Committee are considered necessary.

Article IX. Voting

A. Each representative, or in his absence, his alternate, shall be entitled to one vote on matters before the Committee. The Chairman may cast only one vote. If he has already voted as a representative, he may not vote again to make or break a tie;

B. Except as otherwise provided in these Articles of Agreement, a simple majority of the quorum of members present and voting shall be sufficient to decide a question before the Committee.

Article X. Finance

A. Revenues of the Committee shall be from member contributions, grants, gifts, donations, fees, or other payments received for purposes consistent with its functions. Expenditures shall be for the purpose of carrying out the functions of the Committee, and may include payments to member governments in reimbursement for services provided to the committee;

B. The fiscal year of the Committee shall be from July 1 to June 30;

C. Prior to the time each year when the member governments adopt their respective budgets, the Committee shall determine whether financial contributions from its members will be necessary during the subsequent fiscal year. If it determines that contributions are necessary, it shall prepare a proposed budget describing the estimated expenditures and revenues for the year, and listing the amount of contribution to be requested from each member. The contributions shall, so far as practicable, be in proportion to the benefits each member government will receive from the work of the Committee during the year;

D. Member governments shall notify the Committee of their actions on the Committee's request for contributions as soon as possible;

E. The Committee may request the financial officer of one of its member governments to act as fiscal agent for the Committee and to establish an account in the name of the Committee to receive money for the Committee and to make its disbursements. The fiscal agent shall make payments of the Committee's expenses upon vouchers signed by the Chairman, as approved by the Committee.

Article XI. Amendments

Amendments to this agreement may be made at any meeting of the Committee providing the following procedure has been followed: The proposed amendment together with the article to be amended and the reasons for the amendment shall be presented to the Secretary and the Chairman in sufficient quantity to supply each representative with a copy not less than fifteen days prior to the meeting at which the amendment is proposed to be adopted. The secretary shall immediately dispatch a copy of the proposal to each representative. A vote to amend the agreement will require approval by a vote equal to one vote greater than a simple majority of the Committee representatives and ratification by each member agency.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed in the name of the respective member agencies by resolution adopted by the governing bodies, signed by the Chief Executive, as appropriate, duly attested to by the respective clerk, recorder or secretary with the corporate seals of said member governments being duly attached thereto.

PROPOSED

ARTICLES OF AGREEMENT

CENTRAL OREGON INTERGOVERNMENTAL COUNCIL

This agreement made this \_\_\_\_\_ day of \_\_\_\_\_, 1971, by and among the Counties of Jefferson and Deschutes, and the Cities of each County, and the City of Prineville in Crook County, all in the State of Oregon.

WHEREAS, new federal programs are increasingly being built around the concept of expanded regional cooperation and regionalized decision making on such federal programs, and

WHEREAS, the State of Oregon is further encouraging regional cooperation and decision making by grouping the Counties of Crook, Jefferson, Deschutes and the municipalities and special purpose districts therein into Oregon Administrative District 10 and designating a voluntary Regional Association comprised of the various governments therein as the official area-wide planning and review agency for various state and federal programs, and

WHEREAS, the parties to this agreement realize the value of cooperative planning, development and problem solving efforts on a regional basis, believe that economies can be realized and decision making on matters can best be made by officials within their own region.

THEREFORE, it is deemed appropriate that the principally affected governments join together in these voluntary Articles of Agreement to form a Central Oregon Intergovernmental Council and establish the following articles to guide their procedure:

Article I. Name

The name of this organization shall be: Central Oregon Intergovernmental Council.

Article II. Authorization

The authorization for the establishment of this organization is set forth in state enabling legislation (ORS 190.003 to 190.110) and by resolution of the member jurisdictions.

Article III. Purposes

The Council may:

- A. Prepare and adopt comprehensive plans for the development of the Central Oregon area and recommend official adoption of the plans by the appropriate instrumentalities of the governmental units concerned;
- B. Prepare and adopt comprehensive plans for urban areas of the area, such urban areas to consist of a city or two or more adjacent cities together with the contiguous unincorporated areas which are urbanized or are expected to become urbanized within a period of twenty years, and recommend official adoption of such urban area plans by the appropriate instrumentalities of the governmental units concerned;
- C. Conduct studies of the programs and facilities provided by local, state and federal government agencies in the Central Oregon area, develop proposals whereby two or more governments might achieve greater efficiency or effectiveness in the provision of such programs or facilities by voluntary joint, or other cooperative action, recommend adoption of such proposals to the governments affected, and provide assistance in implementing such proposals;
- D. Participate in various federal-state programs such as the U. S. Department of Agriculture initiated pilot Rural Development (concerted effort) program through which several Federal Agencies (e.a. USDA, HUD, EDA) would work together to provide coordinated inputs of funds, leadership, and technical assistance;
- E. Provide technical and advisory services requested by any member government and to perform other functions that are deemed necessary for the physical, social and economic well being of the citizens of Oregon District 10. The local government unit requesting services from the Central Oregon Intergovernmental Council may be required to reimburse the Council for the cost of services provided.

Article IV. Membership

- A. Each member government shall be entitled to one representative selected by and from members of its elected governing body. The original member governments are:

Jefferson County Coordinating Council consisting of the cities of Madras, Metolius, and Culver.

Deschutes County Coordinating Committee consisting of the cities of Bend, Redmond, and Sisters.

City of Prineville.

- B. Additional membership: As the need or desirability arises to have other cities, counties, and special purpose districts represented in the Council, such city, county, or special purpose district may become a member of the council by adopting a resolution endorsing the Articles of Agreement of the Central Oregon Intergovernmental Council and forwarding a certified copy of the resolution to the Secretary. Such city, county, or special purpose district may maintain its membership by budgeting and paying amounts that may be required in accordance with the Council's budget;
- C. Alternate Representatives: An alternate representative shall represent each member agency. Alternates shall possess the same qualifications as representatives and shall represent his agency in the absence of the representative;
- D. Terms of Office: Representatives and alternate representatives shall be appointed to serve a term of one year. Terms of office shall begin on January 1 and shall expire at the end of December of each year. Representatives and alternates may be reappointed without limitation as to number of terms. Terms of office of the original appointees, both representatives and alternates shall not be deemed to expire until December 31, 1972.
- E. Notice of appointment: Notice of appointment of representatives and alternates shall be sent to the Secretary on or before December 1 of each year by the Chief Executive of each member agency, or new member agencies within 30 days after becoming a member;
- F. Termination of Membership in the Council: Membership in the Council may be terminated by notice to the Council at least 60 days prior to the beginning of the fiscal year. Membership shall be terminated upon non-payment of the members budgeted contribution on or before September 1 of the appropriate year.

Article V. Officers

- A. The officers of the Central Oregon intergovernmental Council shall consist of a Chairman, Vice Chairman and Secretary-Treasurer;
- B. The Chairman shall be elected from the duly qualified representatives constituting the Council and shall serve a one year term. He may be re-elected but may not serve more than five consecutive terms. The Chairman shall preside at all meetings at which he is present, shall appoint committees to assist in the fulfilling of the work of the Council, shall call

special meetings of the Council with the concurrence of two additional representatives. He shall sign all approved records of the Council. He may be removed from office by a vote of one more than a simple majority of the Council representatives;

- C. Vice Chairman. The Vice Chairman shall be elected in the same manner as the Chairman. He may be re-elected, but may not serve more than four consecutive terms of office. The Vice Chairman shall assume the duties of the office of Chairman in the absence of the Chairman. He may be removed from office by a vote of one more than a simple majority of the Council representatives;
- D. Secretary-Treasurer. The Secretary-Treasurer need not be an elected official or a representative to the Council. He shall serve during an indefinite term of office at the pleasure of the Council. He may be removed from office by a vote of a simple majority of the Council representatives. He shall: serve as secretary, be custodian of the records and funds and maintain financial accounts. He shall perform other related duties as required;
- E. Other Officers or Employees. The Council may employ professional, technical or clerical personnel to assist in the work of the Council as needed. Payment for such services shall be authorized as provided for other expenditures. Employment of personnel shall be limited to work necessary to implement plans and programs officially adopted by the Council. Employment of staff personnel or consultants requires approval of the Executive Board and 2/3 majority of the member governments.
- F. Vacancies in Office. The office of a representative or an alternate shall be deemed vacant at such time as the incumbent cannot meet the required qualification for his elective position. Vacancies shall be filled by the appropriate appointing authority within a reasonable time. A vacancy in the office of Chairman of the Council shall be filled by the Vice Chairman for the unexpired term. In such event, a new Vice Chairman shall be elected as provided in these Articles of Agreement at the next regular or special meeting of the Council and he shall serve the balance of the term of that office.
- G. When any representative to the Council fails to attend three successive, regularly called meetings that position on the council shall automatically be declared vacated. The governmental unit losing the representation shall then appoint another representative to the council. If the representative being replaced holds an office on the Council, that position shall be filled by election after the new representative is appointed.



Article VI. Election of Officers

- A. An annual organizational meeting shall be held by the Council not later than December 31 of each year;
- B. Nominations shall be made from the floor at the annual organizational meeting and the election of officers as specified in Article V shall follow thereafter;
- C. A candidate receiving a simple majority vote of those members present at the annual organizational meeting shall be declared elected and shall serve a one (1) year term of office or until his successor takes office;
- D. Vacancies in office shall be filled as soon as possible by regular election procedure in accordance with Article V, Section F.

Article VII. Meetings

- A. The Council shall meet at least twice a year, in December and June. Additional meetings may be called by the Chairman with the concurrence of two additional members or by a majority of the members when requested to do so;
- B. Regular meetings of the Council shall be held on the third Thursday of December and June of each year. The meetings shall be held in the City of Prineville, Jefferson and Deschutes Counties on a rotating basis;
- C. A quorum shall consist of a simple majority of the representatives of the Council;
- D. All meetings or portions of meetings at which official action is taken shall be open to the general public; however, the Council may meet in executive sessions for discussion purposes;
- E. Unless otherwise specified, Roberts Rules of Order shall govern the proceedings at the meetings of the Council.

Article VIII. Program Advisory Committees

The Chairman shall appoint such committees, as in the judgement of the Council are considered necessary, or such committees as he may expressly feel are beneficial for the proper operation of the Council.

Article IX. Functions of the County Committees

- A. Discuss and conduct studies of governmental programs and facilities which are of concern to two or more units of government in the county; develop and agree upon pro-

posals whereby such programs and facilities might be provided more efficiently or effectively by voluntary, joint or other cooperative action; recommend adoption of such proposals to the governments affected, and provide assistance in implementing such proposals.

- B. Prepare and approve comprehensive plans for the development of the county's urban growth areas and recommend adoption of such plans by the governments having planning jurisdiction within the urban growth areas.
- C. Review the plans and planning activities of individual governments within the county from time to time and make recommendations which will result in the coordination of such plans and planning activities in conformity to comprehensive plans for the county and the Central Oregon area.
- D. Provide or procure technical and advisory services requested by any member government of the County Committee and perform other functions which will contribute to the physical, social and economic well-being of the citizens of the county and the Central Oregon area. The local government unit requesting services from the Central Oregon Intergovernmental Council may be required to reimburse the Council for the cost of services provided.
- E. Participate, as an integral partner, in the activities of the Central Oregon Intergovernmental Council which would include comprehensive plans for the development of the Central Oregon area and participation in various federal-state programs designed to improve the livability of the area.
- F. Each County Committee shall establish its own rules for membership and the conduct of business.

Article X. Executive Board

- A. A three member executive board is hereby established. Executive board membership shall be established on the following basis:
  - 1. Membership shall include the Council Chairman;
  - 2. One member from each County Committee, and City of Prineville until such time as Crook County makes known their desire to join the Intergovernmental Council.
  - 3. Not more than one member representing any one county or its political subdivisions.
- B. The purpose of the executive board shall be to carry on the day-to-day operations of the Council and to act for the Council on matters which have been recommended to them by the County Committees.

- C. Meetings shall be held monthly to act upon proposals and recommendations of the Committees or as often as the Chairman may deem necessary.
- D. A quorum shall consist of two members. Every effort shall be made to include the full executive board membership. Telephone conference calls among the members of the executive board shall be considered an official meeting if circumstances prevent a quorum or actual physical meeting from taking place.

Article XI. Voting

- A. Each representative or, in his absence, his alternate, shall be entitled to one vote on matters before the Council. The Chairman may cast only one vote. If he has already voted as a representative, he may not vote again to make or break a tie;
- B. Except as otherwise provided in these Articles of Agreement, a simple majority of the members present and voting shall be sufficient to decide a question before the Council.

Article XII. Finance

- A. Revenues of the Council shall be from member contributions, grants, gifts, donations, fees or other payments received for purposes consistent with its functions. Receipts shall be received by the Secretary-Treasurer who shall deposit and account therefore as provided in this agreement;
- B. Expenditures shall be to accomplish the purposes of the Council, including the work and supplies necessary therefore and may include payments to member governments in reimbursement for staff services provided by request of the Council;
- C. The fiscal year of the Council shall begin January 1 and end December 31 of each year;
- D. Not later than February 28 of each year, the Council shall determine whether financial contributions from its member agencies will be requested for the ensuing year. If it is determined to make requests to member agencies for contributions to finance its activities during the fiscal year ensuing, direction shall be given to the Secretary-Treasurer to prepare a detailed budget. The budget shall provide a financial plan for the accomplishment of programs adopted by the Council, including estimates of revenues and expenditures and indicating the amounts required from each member agency. The budget shall be adopted by the Council.
- E. Member agencies may include an appropriation request in their budgets for an amount equal to the request of the Council. On or before September 1 each agency shall

advise the Secretary-Treasurer of the Council of their action regarding the requested contribution. Turnover of the contribution from the member agency to the Council shall be made not later than December 31, for the ensuing calendar year.

- F. Any member government may serve as the fiscal agent for the Council whereupon the executive board shall establish procedures for authorizing the fiscal agent to disburse funds.

Article XIII. Amendments

Amendments to this agreement may be made at any meeting of the Council providing the following procedure has been followed: The proposed amendment together with the article to be amended and the reasons for the amendment shall be presented to the Secretary and the Chairman in sufficient quantity to supply each representative with a copy not less than fifteen days prior to the meeting at which the amendment is proposed to be adopted. The Secretary shall immediately dispatch a copy of the proposal to each representative. A vote to amend the agreement will require approval by a vote equal to one vote greater than a simple majority of the Council representatives and ratification by each member agency.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed in the names of the respective member agencies by resolution adopted by the governing bodies, signed by the chief executive, as appropriate, duly attested to by the respective clerk, recorder or secretary with the corporate seals of said member governments being duly attached thereto.

\_\_\_\_\_  
Chairman, Jefferson County Coordinating Council

\_\_\_\_\_  
Chairman, Deschutes County Coordinating Committee

  
\_\_\_\_\_  
Mayor, City of Prineville