

RESOLUTION NO. 805

A RESOLUTION RECOMMENDING PROCESS FOR MAYOR'S APPOINTMENT AND COUNCIL'S CONSENT.

WHEREAS, the Wilsonville Code currently provides that appointment to city boards, commissions, and committees are made by the Mayor with the consent of the Council; and

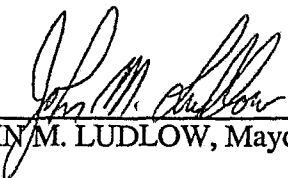
WHEREAS, to work within this framework to allow the Mayor to encourage citizen involvement from a wide spectrum of citizens and provide the Council with due notice and process to exercise informed consent, the following appointment process is recommended to be exercised by the Mayor and City Council.

NOW, THEREFORE, THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:

1. To the extent practical, it is recommended that positions open to city boards, commissions and committees be advertised for application for two successive weeks in the newspaper the City uses to provide public notice. The City's advertisement shall provide a brief description of the position open, a request for a statement of interest and background, and notice that receipt of statement of interest and background submittals must be no later than the close of business day, Friday, the week of the second advertisement.
2. Each statement of interest and background shall be circulated to each member of the City Council by the close of the following Monday or the next business day in case of a Monday holiday after the statement of interest and background submittal deadline.
3. It is recommended that each Council member shall submit to the Mayor by the Friday following the receipt of any statement of interest and backgrounds, his or her recommended priority rating of the applicants on a standardized rating form for each board, commission and committee involved, which form(s) staff shall prepare for Council approval.
4. The Mayor thereafter shall appoint the applicant at a Council meeting with the consent of the Council. In the event it is impractical to use


this process due to an emergency, a reappointment or a failure to receive any qualified applicants, it is recommended that the Mayor cause a brief statement of the reason for the impracticality and a statement of interest and background of the proposed appointee to be provided to each Council member a minimum of 24 hours notice and preferably seven days notice prior to the Council meeting at which the appointment is made.

ADOPTED by the City Council of the City of Wilsonville at a regular meeting thereof this 22nd day of January, 1991, and filed with the Wilsonville City Recorder this same date.



JOHN M. LUDLOW, Mayor

ATTEST:



VERA A. ROJAS, CMC, City Recorder

SUMMARY of Votes:

Mayor Ludlow	<u>NO</u>
Councilor Chandler	<u>AYE</u>
Councilor Carter	<u>AYE</u>
Councilor Krummel	<u>NO</u>
Councilor Van Eck	<u>AYE</u>

City of
WILSONVILLE
in OREGON

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ADMINISTRATION DEPARTMENT
M E M O R A N D U M

DATE: JANUARY 4, 1991
TO: HONORABLE MAYOR AND CITY COUNCILORS
FROM: MICHAEL E. KOHLHOFF, CITY ATTORNEY
SUBJECT: THE RESOLUTION RECOMMENDING PROCESS FOR MAYOR'S
APPOINTMENT AND COUNCILS' CONSENT

Councilor Chandler has requested that I draft a proposed resolution recommending a process which would:

- (1) Maintain the appointment function to boards, commissions and committees from the office of the Mayor with the consent of the Council;
- (2) Recommend a formalized practice used to advertise appointment openings which from time to time in the past has been used to provide a greater range of candidates;
- (3) Allow for individual Councilors to have informal input into the selection process without politicizing it; and
- (4) To take into account occasions where an advertising practice is impractical such as emergencies, reappointments, and from time to time when advertising may not produce a qualified candidate. (i.e., Design Review Board position calling for an architect, etc.)

The Resolution is advisory only. It provides an opportunity to work with the process to measure its effectiveness, without going to a Code revision by Ordinance, then subsequently going for further Code amendments should it not prove workable for any reason.

In order to make this process mandatory or to change the appointment process an Ordinance would be necessary.

mek:pjm