

September 2, 2004

To: Metropolitan Policy Committee

From: Kathi Wiederhold

Subject: Item 4b - Citizen Advisory Committee Bylaws

Action Requested: Approve Citizen Advisory Committee Bylaws with any changes.

Issue Summary

At the June 10, 2004 meeting, MPC reinstated the Public Involvement Subcommittee to develop recommendations on the formation of a standing Citizen Advisory Committee to make recommendations to MPC on policy, project prioritization, public involvement, and other issues. MPC directed the subcommittee to carry out the following work tasks:

- Design and conduct a recruitment process
- Decide how to screen applicants
- Draft bylaws, including the mission, objective, responsibilities and duties, and other components of the functioning of the committee
- Screen and recommend applicants

The subcommittee has 8 members: one MPC member each from Lane Transit District, Eugene, Springfield, and Lane County; and one citizen member appointed by each of the MPC members of the subcommittee. The MPC members of the subcommittee are Gerry Gaydos (Lane Transit District), Bonny Bettman (Eugene), Anne Ballew (Springfield), and Bobby Green (Lane County). The citizen members of the subcommittee are Terry Connolly, Debbi Davis, Tom Poage, and Lauri Segel. Debbi Davis replaces Christine Lundberg, who is now on the Springfield City Council.

Status Report

The subcommittee met once, on August 3, 2004, to design the recruitment process, review the schedule for forming the Citizen Advisory Committee, and to draft bylaws.

Recruitment Process

The subcommittee agreed to advertise recruitment for the Citizen Advisory Committee by placing display ads in the Register Guard and Springfield News and to send email announcements to a list of key organizations, including groups such as the League of Women Voters, neighborhood groups, Chambers of Commerce, and Home Builders. Recruitment will begin after MPC approves the bylaws, anticipated to occur at the September 9, 2004 meeting, and close in late October. Staff is working to schedule a subcommittee meeting to review the applications and agree on a membership slate to recommend to MPC for appointment at the November meeting.

Schedule

The Subcommittee revised the schedule for forming the Citizen Advisory Committee.

September 2004

- MPC adopts bylaws
- Open recruitment

October 2004

- Close recruitment
- Subcommittee meets to recommend membership slate

November 2004

- MPC appoints Citizen Advisory Committee

December 2004

- Orientation for Citizen Advisory Committee members

January 2005

- Citizen Advisory Committee holds first meeting

Bylaws

The attached draft bylaws reflect review by the subcommittee. Initial review of the draft bylaws occurred at the August 3, 2004 subcommittee meeting. Staff revised the draft to respond to subcommittee direction and circulated the draft via email for a second review. Only one subcommittee member requested changes as a result of the second review, and these were very minor.

The bulk of the subcommittee discussion at the meeting focused on revisions to the bylaws to flesh out the relationship between the Citizen Advisory Committee and the Transportation Planning Committee. The subcommittee directed staff to formulate language that reflects that the two committees will work jointly to develop recommendations to the Metropolitan Policy Committee, but each has the option to forward separate recommendations. Other changes to the bylaws that the subcommittee agreed upon were to fine tune the language about the interests to be represented, number of members, effort to seek out those underserved by existing transportation systems, term limits, nominations for officers, and subcommittee membership.

Attachments:

Attachment 1 – Draft Citizen Advisory Committee Bylaws