

# CITY OF OREGON CITY

## Chapter II: Serving on a Board or Commission

### A. Membership - Application and Interview Process

Most advisory boards, commissions, and committees require meeting at least once a month and the meeting hours may be evening or daytime depending on the board. Some boards also require investment of time outside of the meetings. Most boards have written bylaws that address the residency requirements and should be reviewed prior to submitting an application. Interested applicants are encouraged to attend board meetings prior to interviewing to serve.

A comprehensive list of current boards, committees, and commissions, as well as applications to apply for membership are available on the City's website at <http://www.orcity.org/bc>. After reviewing applications for qualification criteria, interviews are scheduled. Either the Mayor or City staff person may call applicants to discuss the interview and possible appointment or other participation opportunities.

### B. Appointments

Membership on City advisory boards, commissions, and committees are open to all interested citizens subject to the qualifications determined by each individual board, commission, or committee as necessary for the conduct of its business. There shall be no discrimination of applicants based on race, color, religion, sex, age, national origin, physical or mental disability, marital status, familial status, or membership in any other group protected by law in accordance with applicable federal, state and local laws. Appointments are generally made by the Mayor of Oregon City or the City Commission as a whole during a regular City Commission meeting. Appointees are not required to attend the meeting.

### C. Terms of Office

The terms of appointment of most members shall, regardless of the date of appointment, expire on the last day of December of the year in which the term ends. Term lengths vary according to the bylaws of each board, and occasionally an applicant will be appointed to fulfill a vacancy created by resignation of a previous member.

Each vacancy is to be filled through appointment or reappointment following a recruitment process for the vacant position. Incumbents desiring reappointment must reapply during the recruitment process; they are not automatically reappointed. See the respective bylaws to learn how many consecutive terms one member may fulfill.