

**BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON**

**ORDINANCE NO. 1334**

**Amending MCC Chapter 3, BUDGET ADVISORY COMMITTEES.**

(Language ~~\*stricken~~ is deleted; underlined language is new.)

**The Multnomah County Board of Commissioners Finds:**

- a. Multnomah County Code Chapter 3 requires amendment to better define the role, operations and responsibilities of the Community Budget Advisory Committees (CBAC).
- b. These amendments clarify that the Board of Commissioners has the responsibility for reviewing the fiscal activities of the County and further align the duties of the CBAC with the Code language.

**Multnomah County Ordains as Follows:**

**Section 1.** MCC § 3.300 is amended as follows:

**§ 3.300 - Purpose.**

The Community Budget Advisory Committee (CBAC) adds valuable insight and expertise to the development of the county budget by generating feedback on aspects of departmental budgets as identified by the County.

The Board finds that there is a need to ~~for the following~~:

- (A) ~~Community involvement in the development of the county budget;~~ Strengthen community involvement in the County's allocation of budget resources;
- (B) ~~Community advocacy of budget proposals; and~~ Invite community feedback on departmental budget proposals; adding insight and perspective on the needs and priorities of the community for budget development.
- (C) ~~Better means of informing communities concerning about~~ county budget problems, issues, processes, and proposals.
- (D) Deepen CBAC participant's understanding of county departments and the relationship between those departments, the communities they serve, and the needs of the individuals who access the services.
- (E) Provide feedback to department leaders regarding fiscal goals and priorities.

**Section 2.** MCC § 3.301 is amended as follows:

### § 3.301 COMMITTEES ESTABLISHED.

~~Community Budget Advisory Committees are established for the Department of County Human Services, the Department of Community Services the Department of County Management, the Department of County Assets, the Department of Community Justice, the Health Department, the Library, the Sheriff, the District Attorney, and the county non-departmental programs. The Library Board functions as the Library Community Budget Advisory Committee. The Community Budget Advisory Committees advise the Board and county officials. Community Budget Advisory Committees will actively participate in county budget development and review, give advice on policy considerations, and participate in operational and strategic planning.~~

CBACs are established for each county department, non-departmental offices, the Sheriff's office, and the District Attorney to partner with department leaders and generate feedback on departmental budgets. Upon Board approval, additional CBACs may be created and CBACs may be combined.

**Section 3.** MCC § 3.302 is amended as follows:

### § 3.302 - MEMBERSHIP.

(A) *Generally.* Except as provided by MCC § 3.301, each Community Budget Advisory Committee will be composed of a minimum of 7 and a maximum of 10 ~~seven~~ members appointed by the Chair upon the approval of the Board. The County actively recruits participation of individuals representative of diverse income levels, racial, ethnic, gender, ability, and age groups.

(B) Preference will be provided to:

1. Individuals who live ~~or work~~ in the County.
2. Individuals ~~or representatives of groups~~ most impacted by the department budget.
3. Individuals ~~or representatives of groups~~ with expertise in the department services.
4. A geographically broad representation of county residents.

(C) *Term.* The term of appointment for CBAC members is three years and commences upon appointment. A member may resign during their term of appointment, or a A member's appointment may be rescinded before the end of the three year term by: Board vote, or by the OCI Director with review and approval of the Chief Diversity & Equity Officer or designee, or by vote of their CBAC with the ratification of that vote by the OCI Director. No member can serve more than two consecutive three year terms within any seven year period.

**Section 4.** MCC § 3.303 is amended as follows:

### § 3.303 - CONFLICT OF INTEREST.

Any member of a CBAC Community Budget Advisory Committee who has monetary or investment interest in any matter before their CBAC Community Budget Advisory Committee will ~~so inform the membership of the Committee their respective CBAC staff.~~ Any member of a Community Budget Advisory Committee who has monetary or investment interest in any matter before their Community Budget Advisory Committee will provide written notification to their

CBAC Coordinator and it will be shared with the Office of Community Involvement (“OCI”) and the Board of County Commissioners.

County employees are not eligible for membership on a CBAC.

**Section 5.** MCC § 3.304 is amended as follows:

**§ 3.304 - COMPENSATION.**

Members will receive no compensation for serving on a Community Budget Advisory Committee may receive support, or compensation from departments in alignment with county policy.

**Section 6.** MCC § 3.305 is amended as follows:

**§ 3.305 - DUTIES.**

(A) Each CBAC Community Budget Advisory Committee will elect its own chair by the second meeting in each fiscal year by the date identified by the Budget Office.

~~(B) All meetings will be held in accordance with the Oregon Open Meetings Law.~~

~~(C) Each Community Budget Advisory Committee will take minutes of its meetings. Each Community Budget Advisory Committee will meet the requirements of the Oregon Public Records Law.~~

(D) Each department director, the District Attorney, ~~the Auditor~~ and the Sheriff will be responsible to assign staff, technical and clerical support for each CBAC Community Budget Advisory Committee. The non-departmental CBAC Community Budget Advisory Committee will receive staffing, technical, and clerical support from the OCI Office of Community Involvement.

~~(E) The chair of eEach CBAC Community Budget Advisory Committee will approve a written report of their findings feedback by majority vote of the CBAC. of the Community Budget Advisory Committee to the Chair, the elected officials or department directors, and to the Office of Community Involvement by the dates designated in the budget processes, and to the Board and the public during the budget hearing. The approved report will be submitted to department leadership. by the date identified by the Budget Office. Approved CBAC reports will be available to the public, and made publicly available prior to any public departmental budget hearings.~~

(F) The OCI will provide administrative guidance on policies and procedures, training, technical assistance, and support to department staff assigned to coordinate their respective CBAC.

(G) The OCI will coordinate CBAC orientation and onboarding for community members about the CBAC program; county administrative rules, code and relevant state laws.

**§ 3.306 CENTRAL COMMUNITY BUDGET ADVISORY COMMITTEE.**

(A) Each ~~CBAC Community Budget Advisory Committee~~ selects one of its members to serve on the Central ~~CBAC Community Budget Advisory Committee~~ by the date identified by the Budget Office.

(~~B~~) The Central ~~CBAC Community Budget Advisory Committee~~ is charged with ~~making county-wide recommendations providing feedback~~ to the Chair, the Board and the public, that may cross departmental lines and affect one or more departments. The Central CBAC will approve a written report of their feedback by majority vote. The approved report will be submitted to the Chair, the Board, and the public **by the date identified by the Budget Office prior to any public departmental budget hearings.**

(~~B~~) **Appointments Representatives serving on to** the Central ~~CBAC Community Budget Advisory Committee~~ are for one year. A member may resign, or the appointment rescinded in accordance with section § 3.302(C).

(~~D~~) The Central ~~CBAC Community Budget Advisory Committee~~ will elect a chair from its membership.

(~~E~~) All Central CBAC meetings will be held in accordance with the Oregon Open Meetings Law.

(~~E~~) The Central ~~CBAC Community Budget Advisory Committee~~ receives staff, technical assistance, and clerical support from the ~~OCI~~ Office of Community Involvement.

FIRST READING:

February 6, 2025

SECOND READING AND ADOPTION:

February 13, 2025

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON



*Jessica Vega Pederson*

\_\_\_\_\_  
Jessica Vega Pederson, Chair

REVIEWED:

JENNY M. MADKOUR, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

*Jm Madkour*  
By \_\_\_\_\_  
Jenny M. Madkour, County Attorney