

BUDGET ADVISORY COMMITTEES**§ 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:

(A) Strengthen community involvement in the County's allocation of budget resources.

(B) Invite community feedback on departmental budget proposals; adding insight and perspective on the needs and priorities of the community for budget development.

(C) Inform communities about county budget 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.

(Ord. 1334, Amended, 02/13/2025; Ord. 1267, 01/13/2019; ' 90 Code, § 2.30.640(G), 07/01/1998; Ord. 863, passed, 07/25/1996; Ord. 835, passed, 10/12/1995; Ord. 695, passed, 09/19/1991; Ord. 664, passed, 10/22/1990; Ord. 662, passed, 10/04/1990; Ord. 571, passed, 03/24/1988; Ord. 526, passed, 09/02/1986; Ord. 491, passed, 01/02/1986; Ord. 490, passed, 01/02/1986; Ord. 449, passed, 12/24/1984)

§ 3.301 COMMITTEES ESTABLISHED.

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.

(Ord. 1334, Amended, 2/13/2025; Ord. 1267, Amended, 01/13/2019; Ord. 1221, Amended, 06/16/2015; Ord. 1178, Amended, 04/14/2011; Ord. 1087, Amended, 01/04/2007; Ord. 1061, Amended, 05/26/2005, eff. 7/1/2005; Ord. 987, Amended, 08/01/2002; Ord. 978, Amended, 03/07/2002; Ord. 974, Amended, 01/31/2002; Ord. 971, Amended, 12/20/2001; Ord. 961, Amended, 05/10/2001; Ord. 956, Amended, 01/18/2001; '

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90 Code, § 2.30.640(G), 07/01/1998; Ord. 863, passed, 07/25/1996; Ord. 835, passed, 10/12/1995; Ord. 695, passed, 09/19/1991; Ord. 664, passed, 10/22/1990; Ord. 662, passed, 10/04/1990; Ord. 571, passed, 03/24/1988; Ord. 526, passed, 09/02/1986; Ord. 491, passed, 01/02/1986; Ord. 490, passed, 01/02/1986; Ord. 449, passed, 12/24/1984)

§ 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 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 in the County.
2. Individuals most impacted by the department budget.
3. Individuals 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 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.

(Ord. 1334, Amended, 02/13/2025; Ord. 1267, Amended, 01/13/2019; ' 90 Code, § 2.30.640(G), 07/01/1998; Ord. 863, passed, 07/25/1996; Ord. 835, passed, 10/12/1995; Ord. 695, passed, 09/19/1991; Ord. 664, passed, 10/22/1990; Ord. 662, passed, 10/04/1990; Ord. 571, passed, 03/24/1988; Ord. 526, passed, 09/02/1986; Ord. 491, passed, 01/02/1986; Ord. 490, passed, 01/02/1986; Ord. 449, passed, 12/24/1984)

§ 3.303 CONFLICT OF INTEREST.

Any member of a CBAC who has monetary or investment interest in any matter before their CBAC 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.

(Ord. 1334, Amended, 02/13/2025; Ord. 1267, Amended, 01/13/2019; ‘90 Code, § 2.30.640(G), 07/01/1998; Ord. 863, passed, 07/25/1996; Ord. 835, passed, 10/12/1995; Ord. 695, passed, 09/19/1991; Ord. 664, passed, 10/22/1990; Ord. 662, passed, 10/04/1990; Ord. 571, passed, 03/24/1988; Ord. 526, passed, 09/02/1986; Ord. 491, passed, 01/02/1986; Ord. 490, passed, 01/02/1986; Ord. 449, passed, 12/24/1984)

§ 3.304 COMPENSATION.

Members may receive support, or compensation from departments in alignment with county policy.

(Ord. 1334, Amended, 02/15/2025; Ord. 1267, Amended, 01/13/2019; ‘90 Code, § 2.30.640(G), 07/01/1998; Ord. 863, passed, 07/25/1996; Ord. 835, passed, 10/12/1995; Ord. 695, passed, 09/19/1991; Ord. 664, passed, 10/22/1990; Ord. 662, passed, 10/04/1990; Ord. 571, passed, 03/24/1988; Ord. 526, passed, 09/02/1986; Ord. 491, passed, 01/02/1986; Ord. 490, passed, 01/02/1986; Ord. 449, passed, 12/24/1984)

§ 3.305 DUTIES.

(A) Each CBAC will elect its own chair by the date identified by the Budget Office.

(B) Each department director, the District Attorney, and the Sheriff will be responsible to assign staff, technical and clerical support for each CBAC. The non-departmental CBAC will receive staffing, technical, and clerical support from the OCI.

(C) Each CBAC will approve a written report of their feedback by majority vote of the CBAC. The approved report will be submitted to department leadership and made publicly available prior to any public departmental budget hearings.

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

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

(Ord. 1334, Amended, 02/15/2025; Ord. 1267, Amended, 01/13/2019; ‘90 Code, § 2.30.640(G), 07/01/1998; Ord. 863, passed, 07/25/1996; Ord. 835, passed, 10/12/1995; Ord. 695, passed, 09/19/1991; Ord. 664, passed, 10/22/1990; Ord. 662, passed, 10/04/1990; Ord. 571, passed, 03/24/1988; Ord. 526, passed, 09/02/1986; Ord. 491, passed, 01/02/1986; Ord. 490, passed, 01/02/1986; Ord. 449, passed, 12/24/1984)

§ 3.306 CENTRAL COMMUNITY BUDGET ADVISORY COMMITTEE.

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

(B) The Central CBAC is charged with 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 prior to any public departmental budget hearings.

(C) Representatives serve on the Central CBAC for one year. A member may resign, or the appointment rescinded in accordance with section § 3.302(C).

(D) The Central CBAC will elect a chair from its membership.

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

(F) The Central CBAC receives staff, technical assistance, and clerical support from OCI.

(Ord. 1334, Amended, 02/15/2025; Ord. 1267, Amended, 01/13/2019; Ord. 974, Amended, 01/31/2002; Ord. 961, Amended, 05/10/2001; ‘90 Code, § 2.30.640(G), 07/01/1998; Ord. 863, passed, 07/25/1996; Ord. 835, passed, 10/12/1995; Ord. 695, passed, 09/19/1991; Ord. 664, passed, 10/22/1990; Ord. 662, passed, 10/04/1990; Ord. 571, passed, 03/24/1988; Ord. 526, passed, 09/02/1986; Ord. 491, passed, 01/02/1986; Ord. 490, passed, 01/02/1986; Ord. 449, passed, 12/24/1984)