

CHAPTER 32: DEPARTMENTS, BOARDS, AND COMMISSIONS

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PLANNING COMMISSION

§ 32.01 ESTABLISHMENT.

A Planning Commission shall be created by appointment of the City Council for the City, consisting of five persons.
(Ord. 177, passed 2-5-1974, Am. Ord. 207, passed 3-2-1976; Am. Ord. 616, passed 4-10-2001)

§ 32.02 MEMBERSHIP QUALIFICATIONS.

(A) *Membership qualifications.* No more than two voting members shall be engaged principally in the buying, selling, or developing of real estate for profit as individuals, or be members of any partnership or officers of any corporation that is engaged principally in

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buying, selling, or developing of real estate for profit. No more than two voting members shall be engaged in the same kind of business, trade, profession, or occupations.

(B) *Ex Officio members.* Not more than two members of the Commission may be city officers who shall serve as ex officio nonvoting members.

(C) *Nonresidents members.* No more than two members of the Commission may be nonresidents of the City.

(Ord. 177, passed 2-5-1974)

§ TERMS OF OFFICE.

The five appointed members shall choose their terms of office by lot as follows: two for one-year terms, one for two years, one for three years, and one for four years. Immediately thereafter, the members shall notify the City Council in writing of the allotment. Following the expirations of the initial terms, all Commission members shall be appointed for a term of five years.

(Ord. 177, passed 2-5-1974; Am. Ord. 215, passed 5-3-1977; Am. Ord 616, passed 4-10-2001)

§ 32.04 COMPENSATION

All members of the Commission shall serve upon the Commission without compensation but shall be reimbursed for duly authorized expenses.

§ 32.05 REMOVALS, VACANCIES.

A member may be removed by the City Council, after hearing, for misconduct or nonperformance of duty. Any vacancy shall be filled by the City Council for the unexpired term of the predecessor in the office.

(Ord. 177, passed 2-5-1974)

§ 32.06 QUORUM

A majority of the members of the Commission shall constitute a quorum. The Commission shall meet at least once a month.

(Ord. 177, passed 2-5-1974)

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§ 32.07 CONFLICT OF INTREST.

A member of the Planning Commission shall not participate in the Commission proceedings or action in which any of the following has a direct or substantial financial interest: the member or his or her spouse, brother, sister, child, parent, father-in-law, mother-in-law, any business in which he or she is negotiating for or has an arrangement or understanding concerning prospective partnership or employment. Any actual or potential interest shall be disclosed at the meeting of the Commissioners where the action is being taken.

(Ord. 177, passed 2-5-1974) Penalty, See § 10.99

§ 32.08 SECRETARY; ANNUAL REPORT.

The Commission shall elect a secretary who need not be a member of the Commission. The secretary shall keep an accurate record of all Commission proceedings. The Commission shall on October 1 of each year make and file a report of all its transactions with the City Council.

(Ord. 177, passed 2-5-1974)

§ 32.09 DUTIES AND POWERS

Except as otherwise provided by law, the commission may:

(A) Recommend and make suggestions to the City Council and to all other public authorities concerning laying out, widening, extending, providing for parking, and locating of street, sidewalks, and boulevards, relief of traffic congestion, betterment of housing and sanitation conditions, and establishment of zones of districts limiting the use, height, area, and bulk of buildings and structures;

(B) Recommend to the City Council and all other public authorities plans for regulation of the future growth, development, and beautification of the municipality in respect to its public and private buildings and lots, and plans consistent with future growth and development of the city in order to secure to the city and its inhabitants sanitation, proper services of all public utilities, shipping, and transportation facilities;

(C) Recommend to the City Council and all other public authorities plans for promotion, development, and regulation of industrial and economic needs of the community in respect to private and public enterprises engaged in industrial pursuits;

(D) Advertise the industrial advantages and opportunities of the municipality and

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availability of real estate within the municipality for industrial settlement;

(E) Encourage industrial settlement within the municipality;

(F) Make an economic survey or present and potential possibilities of the municipality with a view to ascertaining its industrial needs;

(G) Study needs of existing local industries with a view to strengthening and developing local industries and stabilizing employment conditions; and

(H) Study and propose in general such measures as may be advisable for promotion of the public interest, health, morals, safety, comfort, convenience, and welfare of the city and of the area six miles adjacent thereto.

(Ord. 177, passed 2-5-1974)

PUBLIC CONTRACT REVIEW BOARD

§ 32.20 ESTABLISHMENT

Pursuant to O.R.S. 279.005, the Council is hereby designated as the city Contract Review Board. Relative to contract concerns of this city, the Board shall have all powers granted to it by O.R.S. Chapter 279.

(Ord. 273, passed 9-10-1991)

§ 32.21 AUTHORITY TO CONTRACT

(A) As business agent for the city, the City Recorder is hereby authorized to enter into, on behalf of the city, contracts for personal services where the total amount of the contract does not exceed \$500 and contract for public improvements where the total amount of the contract does not exceed \$500. These contracts shall be within budgetary restraints and must be approved as to form by the City Attorney. These contracts shall be reported monthly, Contracts in excess of the above limits shall be submitted to Council for approval.

(B) This policy in no way changes or alters the city's public contracting rules with respect to the need for obtaining competitive quotes or bids.

(Ord. 273, passed 9-10-1991)

Cross-reference:

Contracts; Rules and Procedures, see § 33.15 et seq.