

**BYLAWS
MIDDLE ROGUE METROPOLITAN PLANNING ORGANIZATION
(MRMPO)
CITIZENS ADVISORY COMMITTEE (CAC)**

Article I

Name

This committee shall be known as the Citizens Advisory Committee of the Middle Rogue Metropolitan Planning Organization (MRMPO).

Article II

Purpose

The Citizens Advisory Committee serves as a community forum to exchange information, convey input from the public, and ascertain public opinion on transportation planning activities of the MRMPO.

Section 1. Duties of the Citizens Advisory Committee

- a. Represent the interests of citizens within the respective Jurisdictions or topical area of interest, as defined in the Article III, Section 1(d) and (e) of these bylaws.
- b. Serve as a communication link between the public and the MRMPO regarding transportation planning activities.
- c. Provide feedback to MRMPO staff during the development and implementation of the Regional Transportation Plan, the Transportation Improvement Program and air quality conformity activities.
- d. Provide recommendations to the MPO Policy Committee.

Article III

Membership – Voting

Section 1. Membership of the Committee

- a. Members of the Citizens Advisory Committee (CAC) are appointed by the Policy Committee and shall consist of representatives from the member local governments and representatives

of special interests as delineated in this section.

- b. Members of the Citizens Advisory Committee may not be an elected official nor an employee of the jurisdiction for which they are appointed to represent.
- c. There are a total of eleven (11) possible seats on the Citizens Advisory Committee: either (8) seats for representation from the member local governments and three (3) representatives for identified special interests. Appointees representing member local governments must reside, own property, or operate a business within the jurisdiction that they represent. Appointees representing special interest must reside, own property, or operate a business within the MRMPO's planning boundary.
- d. The apportionment of jurisdictional representatives shall be as follows:
 - City of Grants Pass, 3 members
 - City of Rogue River, 1 member
 - City of Gold Hill, 1 member
 - Josephine County, 2 members
 - Jackson County, 1 member
- e. Three (3) additional positions on the Committee might be considered, one (1) for each of the following special interests: freight industry, mass transit, and active transportation.

Section 2. Appointment and Tenure of Committee Membership

- a. Vacancies in an office shall be appointed by the jurisdictional representative on the MRMPO Policy Committee or by the CAC as a whole with respect to representation of the identified special interests. The Citizens Advisory Committee may make a recommendation to the Policy Committee regarding reappointment and/or removal of a serving member.
- b. Citizens Advisory Committee members will be appointed by the MRMPO Policy Committee. The MRMPO Policy Committee reserves the right to add, reduce or otherwise modify the membership of the Citizens Advisory Committee at its discretion.
- c. The term of office on the Committee shall begin the day the member is appointed and shall continue for two years, except that such term of office shall terminate immediately upon:
 - Relocation outside the MRMPO or outside the Citizen Involvement Area which the member represents; or,
 - Unexcused absence from three regularly scheduled, consecutive meetings.

Section 3. Voting Privileges

- a. Each member who is present at regular or special meetings shall be entitled to one vote on all issues presented.

Article IV

Meetings

Section 1. Regular Meetings

- a. The Committee shall hold its regular meeting on the **2nd Thursday** of every month. No meeting shall be held during the month of December.

Section 2. Special Meetings

- b. Special meetings may be called by MRMPO's Planning Program Manager's designated staff on seven (7) days notice.
- c. The person calling such special meeting shall fix the time and place for holding of such meeting.

Section 3. Conduct of Meetings

- a. Official action may be taken by the Committee when a quorum is present.
- b. A quorum shall exist when a majority of appointed members are present.
- c. The voting on all questions coming before the MPO Citizens Advisory Committee shall be by voice vote and decided by a simple majority of members present. The ayes and nays shall be entered in the minutes of such meeting. If a motion on question fails, deliberation shall continue until a motion or definitive action is offered and passed.

Article V

Officers and Duties

Section 1. Officers

- a. The officers of the Committee shall be a Chair and Vice Chair, to be elected by the Committee at the first meeting of the calendar year.

Section 2. Term of Office

- a. The officers shall hold office for a period of one (1) year.

Section 3. Duties of Officers

- a. The Chair shall preside over the meeting.
- b. In the absence of the Chair, the Vice Chair shall perform all Chair duties.

Section 4. Ex Officio Members

- a. The RVCOG's Planning Program Manager shall be an ex-officio, non-voting member of the Committee. The program manager shall be responsible for staff support of the Committee, including minute taking and record keeping.
- b. The Oregon Department of Transportation, Region 3 may appoint a representative who shall be responsible for assisting the Citizens Advisory Committee with understanding the State's initiatives and ongoing projects within the MRMPO planning boundary.

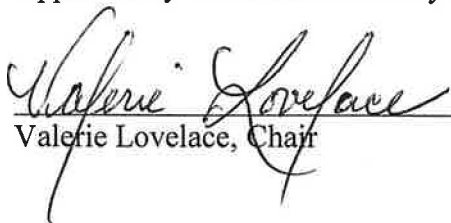
ARTICLE VI

Amendments to Bylaws

Section 1.

- a. These bylaws may be amended or repealed or new bylaws may be adopted by a supermajority vote of two thirds of the members of the Committee present at any regular or special meeting called for that purpose. Written notice of proposed amendments shall be given to the membership of the Committee at least thirty (30) days prior to the date of the meeting at which the bylaws are to be considered. Any objections to the proposed amendments shall be forwarded to MRMPO's Planning Program Manager.
- b. Amendments to the bylaws shall become effective upon approval by the MRMPO Policy Committee.

Approved by the MRMPO Policy Committee:



Valerie Lovelace, Chair

10/17/2019
/ Date