

Maywood Park Budget Committee Duties

All local governments use a standard system for the Budget Process as laid out in:

Oregon Revised Statutes (ORS):

https://www.oregonlegislature.gov/bills_laws/ors/ors294.html

Oregon Administrative Rules (OAS):

<https://secure.sos.state.or.us/oard/displayDivisionRules.action?selectedDivision=417>

Rules related to the Budget Committee are governed by ORS, section 294.414

Members and Terms

- (1) The Budget Committee shall consist of the current City Council and an equal number of appointive City residents for a total of ten members. If there are fewer than ten, the City Council and the appointive City residents who are willing to serve shall be the budget committee; and if there are no City residents willing to serve, the City Council shall be the budget committee.
- (2) The members of the Budget Committee shall receive no compensation for their services as members of such committee.
- (3) Appointive members of the Budget Committee may not be officers, agents or employees of the City of Maywood Park.
- (4) Appointive members of the Budget Committee shall be appointed for terms of three years. The terms shall be staggered so that, as near as practicable, one-third of the terms of the appointive members end each year.
- (5) If any appointive member is unable to serve the term for which the member was appointed, or an appointive member resigns prior to completion of the term for which the member was appointed, the City Council shall fill the vacancy by appointment for the unexpired term.
- (6) The Budget Committee shall at its first meeting after its appointment elect a presiding officer from among its members.

Duties of Budget Committee Members

- (1) Attend the first budget committee meeting in April to receive the budget document and hear the budget message.
- (2) Hear and consider public comment.
- (3) Establish resources and expenditures for each fund and approve the proposed budget as amended.
- (4) Specify the maximum ad valorem (property tax) rate or amount for each fund that receives property taxes

Code of Conduct

- (1) Committee members shall strive at all times to serve the best interest of the City as a whole regardless of their personal interests.
- (2) Committee members will act with integrity and honesty.
- (3) Committee members shall be respectful and treat others with dignity, respect, fairness and compassion, striving to create a welcoming and inclusive environment
- (4) Committee members may not deliberate on the budget document prior to the first public meeting.