

**City of Bend
Advisory Committee Policy**

Section 1. **Purpose:** The purpose of this policy is to state the manner in which the appointment of representatives to City Council commissions, committees, boards and other advisory groups shall occur.

Section 2. **Statement:** The City of Bend chooses to promote the opportunity for diverse representation on all advisory groups. In order to achieve this goal It shall be the policy of the City of Bend to make appointments to commissions, committees, boards, and other advisory groups in the following manner

2.1 Citizen commissions, committees, boards and other groups advising the City that make decisions, create policy, or interpret policy shall be composed of Bend residents These committees include the Bend Development Board, City of Bend Budget Committee, Bend Planning Commission and the Historic Landmarks Commission.

2.2 Residents of Bend shall be preferred for membership on other citizen commissions, committees, boards and other groups advising the City unless it is in the best interest of the City to have residents of Deschutes County, not residing in the City of Bend, appointed.

2.2.1 These appointments shall be restricted to residents who have an unusual set of skills, experiences or affiliations that enhance the work of the commission, committee, board or other group advising the City.

2.2.2 All appointees residing outside the City shall be identified at the time of their appointment.

2.3 All openings on any commission, committee, board, or other group advising the City, shall be advertised to promote broad response and interest in the positions.

- 2.4 Prospective appointees to commission, committees, boards, or other groups advising the City shall undergo an interview process. Appointments shall be made in conformance with the City Charter in which the Mayor makes the appointments with the advise and consent of the Council.
- 2.5 No person shall be reappointed to a commission, committee, board, or other group advising the City if that person has served for two full terms of service or six years, whichever is greater, on that commission, board or other group advising the City.
- 2.6 This policy does not apply to elected City Councilors, who may serve on any commission, committee or board as long as they are serving on the Bend City Council.
- 2.7 This policy shall not apply to terms of service on the Bend Urban Area Planning Commission. Such terms are limited by Bend Ordinance No. NS 1300, as amended.