

191 E. Main St.
Carlton, OR 97111



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CITY MANAGER/FINANCE DEPARTMENT

PRESS RELEASE DATE: November 5, 2021

COMMITTEE VACANCY

CITY OF CARLTON BUDGET COMMITTEE MEMBER

(Volunteer)

The City of Carlton is soliciting applications to fill three (3) vacancies on the Budget Committee, with a term expiring on December 31, 2025. Oregon Revised Statute (ORS) 294.414 delineates the requirements of municipal budget committees and that the committees shall be established in accordance with that section. It states:

“The budget committee shall consist of the members of the governing body and a number, equal to the number of members of the governing body, of electors of the municipal corporation appointed by the governing body; if there are electors fewer than the number required, the governing body and the electors who are willing to serve shall be the budget committee; and if there are no electors willing to serve, the governing body shall be the budget committee.”

The essence of the Budget Committee is to serve as the citizen’s representative in developing the annual budget. While the Committee cannot usurp the City Council’s authority in setting City programs, policies, services, and resources, it does provide valuable oversight of the process. The Committee receives the City Manager’s proposed budget and recommends an “approved budget” to the City Council for adoption.

By statute, the Budget Committee cannot be compensated, nor may they be officers, agents, or employees of the municipality. Committee members are appointed for 3-year, staggered terms. The appointment will become effective immediately upon Council approval in January 2022. ***Meetings are generally held once or twice in the evening between April and May and additionally an early Spring budget training.***

If you are interested in serving on the Budget Committee, you may pick up a Boards/Commissions application at Carlton City Hall or fill out and download it from the city’s website at www.ci.carlton.or.us/jobs.

Please email, fax, mail, or drop off your application in person to:

Christy Martinez
Assistant City Manager
191 E. Main Street, Carlton, OR 97111
Fax: (503) 852-7761
cmartinez@ci.carlton.or.us

To be considered during the first review of applications, please submit your application on or before:

Tuesday, November 30, 2021, by 4:00 PM

Applications will be accepted until the position is filled.

The City of Carlton is an Equal Opportunity Provider

Employment with the City is open to any person and we do not discriminate on the basis of race, religion, sex, color, age, sexual orientation, national origin, marital status, mental/physical disability, source of income, or any other status protected by federal, state or local laws.