

AMENDED ORDINANCE NO. 1.

AN ORDINANCE PROVIDING RULES FOR MEETINGS  
OF LANE COUNTY MASS TRANSIT DISTRICT

The Board of Directors of Lane County Mass Transit District does hereby ordain as follows:

Section 1. Regular Meetings.

a. Time. The Board of Directors shall hold regular monthly meetings on the first Tuesday of each month at 7:30 P.M. When the day fixed for any regular meeting falls upon a day designated by law as a legal or national holiday such meeting shall be held at the same time on the next succeeding day not a holiday.

b. Place. Regular meetings shall be held at the Eugene City Hall in Eugene, Oregon.

c. Adjourned Meetings. Regular meetings may be adjourned to a specific time and place before the day of the next regular meeting.

Matters included on the agenda of the regular meeting that is adjourned to a later date need not be republished. New matters to be considered at the adjourned meeting shall be published in the same manner as the agenda for a regular meeting.

Section 2. Special Meetings.

The president of the Board or a majority of the directors may call special meetings. Five days written notice of special meetings shall be given by the secretary to each director not joining in the call of the meeting, specifying the time, place and purpose of the meeting.

Section 3. Agenda.

(1) Except in an emergency, an ordinance adopting, amending or repealing a regulation shall not be considered or voted upon by a district board unless the ordinance is included in the published agenda of the meeting. The agenda of a meeting shall state the time, date and place of the meeting, give a brief description of the ordinances to be considered at the meeting and state that copies of the ordinances are available at the office of the district board.

(2) The presiding officer shall cause the agenda to be published not more than 10 days nor less than four days before the meeting, in one or more newspaper of general circulation within the district or, if there is no

- (a) Briefly describe the ordinance;
- (b) State the date when the ordinance was adopted and the effective date of the ordinance; and
- (c) State that a copy is on file at the district office and at the office of the county clerk of the county, available for public inspection.

#### Section 6. Ordinances: Effective Date.

(1) Except as provided by subsection (2) of this section, an ordinance shall take effect on the 30th day after it is adopted, unless a later date is prescribed by the ordinance. If an ordinance is referred to the voters of the district, it shall not take effect until approved by a majority of those voting on the ordinance.

(2) An emergency ordinance may take effect upon adoption.

#### Section 7. Resolutions.

All matters other than legislation coming before the district board and requiring board action shall be handled by resolution.

Resolutions shall be by voice vote unless a director requests a roll call vote and the recording of the vote of each director.

#### Section 8. Meetings.

(1) Presiding Officer. The president, and in his absence, the vice president, and in the absence of both, a director selected by the directors present to act as chairman pro tem shall preside at meetings of the district directors.

The presiding officer shall vote on all matters and may make and second motions and participate in discussion and debate.

(2) Minutes. The secretary, or a person designated by the secretary, shall keep a record of the proceedings and prepare minutes of the district board meetings.

(3) Quorum. A majority of the directors is a quorum.

(4) Rules. Roberts' Rules of Order shall be the parliamentary procedure for meetings of the district board except when a specific rule is provided by statute or this ordinance, or by Resolution of this Board.

#### Section 9. Committees.

The president on his own motion or the directors by resolution may appoint committees to make investigations, study

problems and to make recommendations to the Board of Directors. Advisory committees may include persons who are not directors.

The action of a committee shall be advisory only unless two-thirds of the directors by specific direction authorize a committee of directors to act for the district board on matters that are procedural, administrative or informational.

Section 10. General Manager.

The general manager shall attend all meetings and participate in such meetings, but he shall not vote.

Section 11. Miscellaneous.

(1) All regular, regular adjourned and special meetings of the district shall be open to the public.

(2) Notice to directors shall be deemed given when deposited in the United States mail with the address specified by the director for the mailing of communications from the district.

Adopted this 8<sup>th</sup> day of February, 1972.

*Ernest Robinson*  
President

ATTEST:

*Phyllis P. Loobey*  
Secretary

*Barbara J. Boyson*  
Recording Secretary

The foregoing copy of Amended Ordinance No. 1 of Lane County Mass Transit District is hereby certified to be a full, true and correct copy of the original of said Ordinance as filed in the records of said District.

Phyllis P. Loobey  
Phyllis P. Loobey, Secretary