

**RESOLUTION
OF
THE BOARD OF OURAY COUNTY COMMISSIONERS**

**Concerning: Ouray County Road Committee Bylaws,
Inclusive of a Code of Ethics/Code of Conduct Policy**

Whereas, the Board of County Commissioners recognizes the role of the Road Committee and wishes to establish Bylaws that address Road Committee composition and responsibilities; and

Whereas, the Board of County Commissioners also recognizes the importance of establishing a "Code of Ethics for the Road Committee" in order to assist them in their advisory capacity.

Now, Therefore, Be It Resolved by the Board of County Commissioners of Ouray County, Colorado that Resolution #2007-014 is hereby adopted establishing Road Committee Bylaws inclusive of a Code of Ethics/Code of Conduct policy (attached hereto as "Exhibit 1") for the Ouray County Road Committee, which becomes effective immediately upon adoption of this resolution.

Approved and adopted this 23rd day of April, 2007.

BOARD OF COUNTY COMMISSIONERS,
OURAY COUNTY, COLORADO

ATTEST:

Don Batchelder, Chair

Michelle Nauer,
County Clerk and Recorder

Heidi M. Albritton, Vice-Chair

By: _____
Linda Munson-Haley,
Deputy Clerk of the Board

K. Keith Meinert, Commissioner Member

**OURAY COUNTY ROAD COMMITTEE
BY-LAWS**

Composition: The Ouray County Road Committee shall be comprised of the three Ouray County Commissioners, who shall act as ex-officio members and a minimum of six, maximum of twelve, other members appointed at large by the Ouray County Board of Commissioners for staggered two-year terms. Initial terms shall be established for members at one and two-year intervals to commence the staggering effect. It is intended that the membership of the Road Committee represent the diverse geographic regions of the county. Members shall be Ouray County residents at the time of their appointment and remain residents throughout their term. The existing members of the Road Committee may make recommendations to the Board of Commissioners for replacement members as necessary, provided that the procedures of the By-laws are followed.

Duties: The following shall be the duties of the Ouray County Road Committee:

A. Annual Tasks

1. Working with the Road & Bridge Superintendent, compile, analyze, assess viability and prioritize annual road maintenance and improvement projects.
2. Make recommendations to the BOCC on a work plan based on No. 1 above.
3. Review budget for conformity with the work plan.

B. On-going Tasks

1. Assess the effectiveness and efficiency of the Road & Bridge Department. Make recommendations to the BOCC on staffing and equipment to increase efficiency.
2. Working with the Road & Bridge Superintendent, identify long-range standards and improvements for the County road system.
3. Review and make recommendations on Land Use Code pertinent to Roads.

C. Other tasks as deemed appropriate by the BOCC.

The Road Committee, acting in its official capacity, shall be held harmless from damages or liabilities relative to the use of County roads.

Officers: The first regular meeting each year shall provide for an election of the following officers of the Road Committee:

1. Chairperson - shall preside at all meetings and represent the Road Committee before the BOCC.
2. Vice-chairperson - shall act in the Chairperson's stead during absences by the Chairperson, or in the case of a vacancy occurring in the office of the Chairperson until the Road Committee shall elect a new Chairperson.

Meetings: The Road Committee shall meet a minimum of once every other month throughout the calendar year. Meetings shall take place at the Ouray County Land Use Office or other designated location. The officers may call special meetings as necessary. The Road & Bridge Administrative Assistant shall notify all members of said meetings. All meetings will be in compliance with the Colorado Open Meeting Law.

Quorum: A majority (four or more) of the members shall constitute a quorum. The only action allowed if a quorum is not present is to adjourn to another time. In the event there are more than six members, two-thirds of the members will constitute a quorum.

Manner of Acting: Meetings shall be conducted pursuant to general parliamentary procedure. Minutes shall be kept reflecting the discussions, business, and official motions reflecting actions taken during the meeting. The Road & Bridge Administrative Assistant shall record such minutes and provide copies of the minutes to each Road Committee member and the Road & Bridge Superintendent within two weeks of the meeting. The minutes shall be available to the public for examination at the office of the Road & Bridge Superintendent. The Chair may only vote to break a tie. Dissenting votes and comments will be noted in the minutes.

Compensation and Conflict of Interest: No member of the Road Committee shall receive any compensation as a member of the Road Committee, and no member of the Road Committee shall be interested in any contract or transaction with the Road Committee, except in his or her official representative capacity. A member of the Road Committee who has a personal or private interest in any matter proposed or pending before the Road Committee shall disclose such interest and shall not vote thereon and shall refrain from attempting to influence the decisions of the other members of the Road Committee in voting on the matter.

Resignation and Removal: A member may resign by giving written notice to the Board of County Commissioners; otherwise, members serve at the pleasure of the Board of County Commissioners. Members may be removed by the Commissioners either at their discretion or upon recommendation of a simple majority of members of the Road Committee for non-compliance with the Ouray County Road Committee Bylaws and the Code of Ethics/Code of Conduct Policy attached hereto as "Exhibit A." Any member who misses two consecutive meetings, or three meetings in one calendar year, without a reasonable excuse may be subject to removal.

In the event a removal action is contemplated, such proposed action must be placed on the County Commissioners' agenda and posted.

Amendment to By-laws: If notice of the character of the amendment proposed has been given in the notice of a meeting, these By-laws may be altered or amended, upon recommendation from the Road Committee to the Board of County Commissioners subject to approval by the Board of County Commissioners.

**Ouray County Road Committee
Code of Ethics/Code of Conduct Policy**

As a member of the Ouray County Road Committee, I will strive to:

- Attend all regularly scheduled Road Committee meetings insofar as possible and become informed concerning the issues to be considered at those meetings.
- Recognize that I should endeavor to make decisions only after full discussion at publicly held Road Committee meetings.
- Render all decisions based on the available facts and my independent judgment and refuse to surrender that judgment to individuals or special interest groups.
- Encourage the free expression of opinion by all Road Committee members and seek systematic communications with County citizens and road users.
- Avoid being placed in a position of conflict of interest and refrain from using my Road Committee position for personal or partisan gain.
- Take no private action that will compromise the Road Committee or the County and respect the confidentiality of information that is privileged under applicable laws.
- Recognize that as a member of the Road Committee, decision-making authority rests with the Road Committee, not individual members.
- Agree that once a majority of the Road Committee is reached on a decision or position, all members will support that decision or position of the majority.

Road Committee members are expected to abide by the Ouray County Road Committee Bylaws and the Ouray County Code of Ethics/Code of Conduct Policy concerning Road Committee activities that include, but are not limited to:

- Conducting themselves in a courteous, respectful manner;
- Exhibiting good sportsmanship;
- Participating as a team member; and
- Accepting personal responsibility for behavior.

As a member of the Ouray County Road Committee, I agree to follow the Ouray County Road Committee Bylaws and Code of Ethics/Code of Conduct Policy. I further agree that failure to follow the Ouray County Road Committee Bylaws and Code of Ethics/Code of Conduct Policy may be cause for removal from the Ouray County Road Committee by the Board of Ouray County Commissioners.

Road Committee Member's Signature

Date

Road Committee Member's Printed Name