

**In the Matter of Updating Policy Relating)
to the Appointment of Special District)
Commissioners)
_____)**

RESOLUTION No. 2016-016

WHEREAS: The Klamath County Board of Commissioners are required to appoint commissioners for special districts; and

WHEREAS: there is no procedure for making such appointments in the law; and

WHEREAS: it is necessary for Klamath County to have a procedure to ensure that such appointments are given to the best qualified applicants; and

NOW, THEREFORE, IT IS HEREBY RESOLVED: that the following shall be Klamath County's updated policy relating to the appointment of commissioners for special districts; and Resolution No. 91-013 is repealed in its entirety.

1. Once a vacancy or vacancies have been established and properly published by the special district, interested individuals must submit an application for appointment on the specific application provided by the Klamath County Board of Commissioners (Klamath County website) directly to the Klamath County Board of Commissioners' office, not the District.
2. No application will be considered by the Klamath County Board of Commissioners until after the expiration date for publication for the notice of vacancy made by the District.
3. All applicants must answer all questions on the application or provide an explanation as to why the questions were not answered.
4. Only applicants who are electors within the District they are applying for may be considered for appointment.
5. Upon receipt of an application(s), Klamath County Board of Commissioners' staff shall deliver the application(s) to the County Clerk for certification that the applicant(s) is an elector of that specific District. If the applicant(s) is not an elector, the application shall be returned to the applicant(s) and not considered.
6. Once the County Clerk has certified that the applicant(s) is an elector of the District, Commissioners' staff shall deliver a copy of the application(s) to the affected District.
7. The special district board shall review the application(s) and provide their recommendation for appointment(s) to the Klamath County Board of Commissioners for consideration.
8. If only one application is provided and there is only one vacancy, then the Klamath County Board of Commissioners may appoint the sole applicant to the vacant position.

9. If more applications are received than available vacancies, then Klamath County Board of Commissioners may go through an interview process for all applicants.
10. The matter will be scheduled for the next available public business meeting, additional public comment can be taken. The Commissioners will then use the information obtained from the interviews, recommendation of the special district board, and any public comment and make the appropriate appointments. An Order of Appointment will be signed.
11. Klamath County Board of Commissioners' staff will forward signed copy of Order of Appointment to the affected special district as well as the appointed applicant(s).

Done and Dated on this 9 day of February, 2016.

Klamath County Board of Commissioners,


Chair


Commissioner


Commissioner