

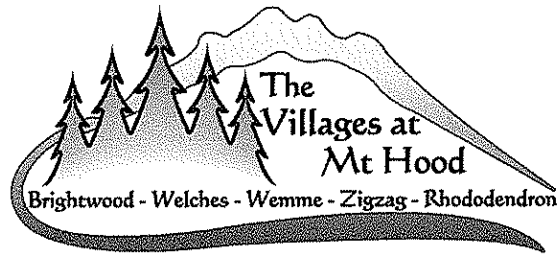
**RECOMMENDED POLICY & PROCEDURE FOR TOWN HALL ELECTIONS**

**I. VALIDATION OF COMMUNITY RESIDENCE AND/OR BUSINESS OWNER(S)**

- a) As stated in the Clackamas County Code Governing the Formation and Operation of Hamlets and Villages in Clackamas County, the voting process shall be conducted by the county. Clackamas County Liaison (Christine Roth) shall ensure that a system be in place to verify local residents and/or business owners prior to receiving a ballot for the purpose of voting at any Town Hall elections.
- b) Since the town hall model is designed to encourage citizen participation, citizens must be present at a town hall meeting in order to cast their vote. At each such meeting, a written agenda shall be available identifying the issues to be voted on to facilitate citizen participation.
- c) If a business entity is owned by more than one person, only one person may claim to be a citizen because of such ownership. A non-resident owner of multiple parcels of real property may claim to be a citizen because of such ownership, but may cast only one vote. Multiple non-resident owners of the same real property may claim citizenship because of such ownership but may cumulatively cast only one vote and hold only one board position based on that property. Business entities and trusts are entitled to one representative vote. More than one citizen may be a candidate in an election based on joint ownership of a business or property. Where this occurs, only the candidate receiving the most votes may take office.
- d) More than one citizen may be a candidate in an election based on joint ownership of a business or property. Where this occurs, only the candidate receiving the most votes may take office.

**II. HAMLET AND VILLAGE BOUNDARIES**

- a) There can be only one hamlet or village in any given geographic area. The boundaries of the hamlet or village shall not overlap the boundaries of another hamlet, village or city. To the extent permitted by law, the BCC will not permit encroachment into the hamlet or village boundaries by other entities.



- b) Any person(s) who are unable to verify resident status or business ownership within our villages boundaries as defined by the Board of County Commissioners (BCC), shall not be provided a ballot and will not be allowed to vote at any Town Hall meeting and/or elections.

Ask Christine Roth (County Liaison) to provide a copy of Clackamas County's policy, procedure and guidelines for managing and overseeing Village and Hamlet elections.

### III. TIMEFRAME FOR CASTING VOTES

- a) Any and all confirmed residents shall be allowed to vote within the posted and published timeframe of any Town Hall meeting during which voting and elections are to be held.
- b) Ballots shall be tallied after the posted and published timeframe has expired and at the conclusion of any Town Hall meeting.

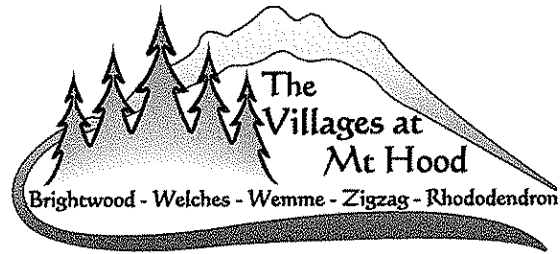
\*Example:

If a Town Hall meeting is scheduled from 9:00 a.m. – 12:00 p.m. for the purpose of voting and/or elections, votes may be cast by confirmed, local residents and accepted until the posted and published timeframe of 12:00 p.m. the day of elections.

- c) Polling station(s) shall remain open even when Town Hall meetings adjourn prior to the expiration of the posted and published timeframe.

### IV. TABULATION AND COUNTING OF VOTES

- a) Only marked ballots shall be counted.
- b) Blank ballots will be considered invalid and will not be counted in the total tabulation of votes cast.
- c) Ballots will be counted by County Liaison Christine Roth, and verified by at least two other individuals; i.e. one member of the Villages at Mt. Hood Board of Directors and one local resident volunteer in attendance.
- d) Election results will be announced after all votes have been tallied and certified at the conclusion of all Town Hall meetings.



- e) Elections results shall be posted in the Mountain Times, on the villages web site [www.thevillagesatmthood.com](http://www.thevillagesatmthood.com) and the county's web site [www.co.clackamas.or.us](http://www.co.clackamas.or.us).

V. BYLAWS AMMENDMENT TO SECTION 4. "TERM AND ELECTION.

- a) Board members shall be elected by a vote of eligible Village citizens.
- b) Elected candidates must receive at least a majority of the votes cast (50 + 1 rule) only when there are more candidates than available board positions.

\*Exception:

In the case where accepted board applicants equal the number of board positions available, the 50 + 1 rule shall not be enforced, allowing those candidates who have been processed and accepted by the BCC to be elected to a vacant seat on the Villages at Mt. Hood Board of Directors.