

Standards

In order to be recognized by the county, Organized Citizen Groups must satisfy these standards. The Planning Commission is authorized to determine when an association has met these standards.

1. Membership

The membership of a Organized Citizen Group shall not be limited by race, creed, color, sex, age, heritage, national origin or income. Any resident, business owner or owner's representative, nonprofit organization's representative or property owner who resides, owns property or maintains a business within the recognized boundary of an Organized Citizen Group shall be eligible for membership.

2. Boundaries

The boundaries of an Organized Citizen Group shall be defined by the association membership. These boundaries must be mutually exclusive of other formally recognized groups and must remain wholly within unincorporated Adams County. The Planning Commission is authorized to make adjustments to boundaries if necessary to avoid creation of an area that is excluded from any Organized Citizen Group representation.

3. Bylaws

To gain recognition by the county, an Organized Citizen Group must first adopt written bylaws providing:

- Officers be elected on a regular schedule at least bi-annually.
- Meetings shall be conducted in conformance with public open meetings law when the Group meets to act in an advisory capacity to the county. Advisory capacity exists when the county requests or the group on its own accord seeks to act in an advisory capacity to the county. Written minutes are required according to the open meetings law and those minutes should show minority opinions and a list of voting members. Copies of approved minutes and sign-in lists should be available to the county for public review.
- A description of the OCG boundaries and a current list of the group's officers and their addresses must be provided to the county annually.
- A minimum of one general meeting shall be held each calendar year and the time, place, and purpose of each meeting be well publicized throughout the area at least two weeks prior to the meeting.
- Neighborhood meetings should be held in a handicap accessible location, with child care available and translation provided for non-English speaking residents.
- The county shall be informed of any changes to the Citizen Group's bylaws.
- Procedures shall be in place describing the number of members required for a quorum, how votes are taken and recorded, and the action necessary to file an appeal.