

Roles and Responsibilities of County Commissioners (all members)

Summary

A Board of County Commissioners holds a pivotal role in governing and overseeing county government operations, with specific duties varying across states and jurisdictions. The key areas of responsibility encompass legislative authority, budget and finance, governance, zoning and land use, oversight of other governing boards, personnel matters, infrastructure and public works, intergovernmental relations, and community engagement.

Legislative authority

- Enact ordinances and resolutions
- Enact policies

Budget and Finance

- Establish budgets
- Establish service levels
- Establish fees and charges
- Send county-wide measures to the ballot
- Approve investment policies
- Review financial performance
- Serve as the audit committee
- Approve purchasing policies
- Approve purchases above a defined dollar threshold and or other metrics

Governance

- Appoint members to various advisory and operating committees/commissions/boards
 - Planning Commission
 - Fair Board
 - Ag Extension Service District Advisory Board
 - Board of Property Tax Appeals
 - Budget Committee
 - Abatement of Dangerous Building Code, Appeals Committee
 - Community Health Advisory Council
 - Compensation Committee
 - Flat Rock Road District
 - Hahlen Special Road District
 - Library Board of Trustees
 - Local Public Safety Coordinating Council
 - Museum Advisory Board
 - Natural Resource Advisory Committee
 - Solid Waste & Recycling Advisory Committee
 - Taylor Grazing
 - Wolf Depredation Compensation Committee

Zoning and Land Use

- Appoint the Planning Commission
- Approve the comprehensive land use plan and changes
- Serve as the appeals board for land use decisions

Governing board of other districts

- The Crook County Road District
- OSU Extension Service District

Personnel

- Appoint and terminate County Manager
- Appoint and terminate Legal Counsel
- Ratify appointment and termination of department heads
- Participate in 360-degree evaluation of department heads
- Approve labor agreements
- Approve pay and benefits for unrepresented employees
- Establish personnel policies
- Rotate attendance at department head meetings – department updates
- May serve in a liaison role to a department if mutually agreed by the department head, Board of Commissioners, Commissioner and County Manager
- Participate in the hiring and terminations of department heads and staff members working in the Administration office
- Board of commissioners to appoint and terminate the position of County Counsel

Infrastructure and Public Works

- Approve airport master plan
- Approve leases
- Approve transportation system plan
- Approve capital projects
- Approve solid waste management plan
- Approve franchise agreements
- Appoint commissioner as liaison to oversee major capital projects

Intergovernmental Relations

- Serve on various boards/committees
 - EDCO (Economic Development for Central Oregon)
 - COIC (Central Oregon Intergovernmental Council)
 - COACT (Central Oregon Area Commission on Transportation)
 - STIP (Statewide Transportation Improvement Fund)
 - COHC (Central Oregon Hospital Council)
 - Chamber of Commerce
 - AOC/committees (Association of Oregon Counties)
 - AEOC (Association of Eastern Oregon Counties)

- OFRC (Oregon Forest Restoration Collaborative)
- CREA (Community Renewal Energy Association)
- Engage and collaborate with the following intergovernmental partners
 - City of Prineville
 - Crook County Parks and Recreation District
 - Crook County Rural Fire District
 - Crook County School District
 - State elected officials
 - Representative – District 59
 - Senator – District 30
 - Federal elected officials
 - Representative – 2nd District
 - Senators
 - Oregon Agencies
 - ODOT (Oregon Department of Transportation)
 - OHA (Oregon Health Authority)
 - OJD (Oregon Judicial Department)
 - ODFW (Oregon Department of Fish and Wildlife)
 - DEQ (Oregon Department of Environmental Quality)
 - Federal Agencies
 - BLM (Bureau of Land Management)
 - USFS (United States Forest Service)
 - USDA (United States Department of Agriculture)

Community Engagement

- Engage with community groups and organizations
- Approve communications plan
- Respond to citizen inquiries

In summary, County Commissioners play a multifaceted role in legislative, financial, governance, and community aspects, contributing to the overall well-being and development of the county.