

RESOLUTION NO. _____

2010 Census Complete Count Committee

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANYFOLKS, TEXAS ESTABLISHING A COMPLETE COUNT COMMITTEE, WHICH IS DEDICATED TO MAKING BOTH RESIDENTS AND BUSINESSES AWARE OF THE IMPORTANCE OF THE UPCOMMING 2010 CENSUS BY OFFERING ASSISTANCE AND PROMOTING A PARTNERSHIP WITH THE UNITED STATES CENSUS BUREAU.

WHEREAS, the U.S. Census Bureau is required by the Constitution of the United States of America to conduct a count of the population and provides a historic opportunity for the City of Manyfolks to help shape the foundation of our society and play an active role in American democracy; and

WHEREAS, the City Council recognizes the vital importance of an accurate 2010 Census, which affects our community's political representation in the United States Congress and in the State Legislature and also determines the percentage of Federal and State funds returned to the City of Manyfolks each year;

WHEREAS, the City of Manyfolks is committed to ensuring that every resident, both citizens and non-citizens alike, are counted; and

WHEREAS, a united voice from businesses, government, community-based and faith-based organizations, educators, media and others will allow the 2010 Census message to reach a broader audience, providing trusted advocates who can spark positive conversations about the 2010 Census; and

WHEREAS, the City Council has determined that early community involvement in the 2010 Census through the formation of a Complete Count Committee will provide the City with a forum to meet, discuss, and devise guidance for members of the community to ensure that everyone is counted during this Census; and

WHEREAS, pursuant to Texas Local Government Code Section 51.001, the City has general authority to adopt an ordinance or police regulation that is for the good government, peace, or order of the City and is necessary or proper for carrying out a power granted by law to the City; and

WHEREAS, the City Council finds that it is necessary and proper for the good government, peace, or order of the City of Manyfolks to adopt a resolution establishing a Complete Count Committee to advise residents and businesses and ensure that the 2010 Census is a success.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MANYFOLKS, TEXAS THAT:

Section 1. Findings. The following recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

Section 2. Support FOR the 2010 U.S. Census. The Manyfolks City Council:

- (a) supports the goals and ideas of the 2010 Census and will disseminate 2010 Census information to encourage participation,
- (b) asks its residents and neighbors to partner together to achieve an accurate and complete count, and
- (c) encourages all residents of the City of Manyfolks to participate in events and initiatives that will raise overall awareness of the 2010 Census and increase participation among all populations.

Section 3. Complete Count Committee. For the purpose of involving all residents and businesses in the 2010 Census to increase participant responses in order to get the most accurate count possible, the City Council of the City of Manfolks hereby establishes a “Complete Count Committee.”

3.1. Membership The Complete Count Committee (Committee) shall be chosen from the entire community and shall include representatives from all local major ethnic and cultural interests.

3.1.1. Number of Members

- (a) The Committee will have seven members, one of whom will be the Committee Chair, appointed by the Mayor. All remaining members will be appointed by majority vote of the City Council.
- (b) The Committee may have Subcommittees of at least three members, one of whom will be the Subcommittee Chair designed by the Subcommittee at its first meeting. Subcommittees may invite input from non-Committee members.

3.1.2. Term

The Committee shall be dissolved July 31, 2010 to ensure ample time after Census Day for completion of its assigned duties.

3.1.3. Removal & Vacancies

A Committee member may resign by notifying the City Secretary in writing of his or her intent to resign. A failure to attend three or more sequential Committee meetings will constitute a de facto notification of intent to resign. Members appointed to fill a vacancy will complete the unexpired portion of the term.

3.1.4. Meetings

- (a) The Committee will meet monthly at City Hall, as coordinated with and arranged by City Staff. Agendas will be drafted by the Committee Chair, under the advisement of Committee members.

- (b) Committee designated Subcommittees may meet more often, as coordinated with and arranged by City Staff. Agendas will be drafted by the Subcommittee Chair, under the advisement of Subcommittee members.
- (c) The Committee Chair and any Subcommittee Chair(s), or his or her designee(s), will attend the first City Council meeting of each month to update the Council on projects and progress.

3.2. Authority

The Committee has no authority to make decisions binding on the City. The Committee's functions are purely advisory and not subject to the Open Meetings Act.

3.3. Responsibilities

The Committee is charged with the responsibility of supporting and supplementing the mass communication effort of the Census Bureau by attempting to reach all segments of our total population and motivating citizens to participate by filling out the Census form and returning it immediately while also emphasizing the confidentiality of the census information.

3.4. Duties

3.4.1. Functions

The Committee's functions shall include: (a) developing a local targeted plan of action to support Census 2010 operations, recruiting, and promotion; (b) using highly visible and well-respected local figures to increase community support for and response to the census; (c) promoting the census to community residents through government departments particularly, those agencies with extensive public contracts; (d) implementing activities that will improve census participation by all residents, especially historically undercounted segments of the population; (e) emphasizing the Census Bureau's commitment to confidentiality to further increase participation in the census; (f) augmenting media programs, publicity and promotion conducted by the Census Bureau; (g) providing local knowledge and intelligence that will assist the Census Bureau's operational activities and programs; (h) supporting the Census Bureau's programs and activities that promote and improve the census; and (1) supporting the Census Bureau's recruitment of employees needed to conduct the census.

3.4.2. The Committee's work and work product will be subject to the Public Information Act, Chapter 552 of the Texas Government Code.

3.5. Support

3.5.1. City Staff will provide logistical support to the Committee and its Subcommittees, as defined by access to City facilities for purposes of public meetings; access to City resources for purposes of copies and communications; and a designated staff liaison to coordinate and direct such support.

3.5.2. The City website will provide a page via the staff liaison upon which the Committee may post:

- (a) Meeting information;
- (b) Agendas and minutes; and
- (c) Resource materials, if any.

3.5.3. The Committee may expend funds in accordance with budget allocations made by the City Council.

Section 4. Census Liaison. A member of the City Council shall be designated by a majority vote of the City Council as the City's official Census Liaison to the U.S. Census Bureau until the Census is completed or until such Council Member's office is vacated, in which case a new Census Liaison shall be designated in the same manner.

Section 5. Official Presentations. The Census Liaison shall be charged with conducting official presentations on the importance of the census to local civic groups on behalf of the City.

Section 6. Effective Date. This Resolution shall take effect from and after the date of its passage as authorized by the City Council of the City of Manyfolks.

Section 7. Open Meetings. That it is hereby found and determined that the meeting at which this Resolution is passed was open to the public as required and that public notice of the time, place, and purposes of said meeting was given as required by the Open Meetings Act, Chapter 551, Gov't Code.

PASSED & APPROVED this, the _____ day of _____, 2009, by a ____ (*ayes*) to ____ (*nays*) and ____ (*abstentions*) vote of the City Council of Manyfolks, Texas.

CITY OF MANYFOLKS:

Head Honcho, Mayor

ATTEST:

Mary Manager, City Secretary

APPROVED AS TO FORM:

Larry Litigious, City Attorney

*This document is a **sample, only**, and does not constitute legal advice. Those entities wishing to approve such a resolution are encouraged to contact their attorneys.*