

**LA PLATA COUNTY
POSITION DESCRIPTION
VOLUNTEER – FAIRGROUNDS COMMISSION**

Strategic Plan Alignment: Organizational Excellence, Economic Vitality and Thriving Families and Healthy Community

Purpose: To serve in an advisory capacity to the Board of County Commissioners concerning rules, regulations, policies, operations, budgets and capital improvements for the Fairgrounds. The Fairgrounds Commission shall also review specific matters submitted to it by the Board of County Commissioners for consideration and perform such functions as prescribed by the Board of County Commissioners.

Duties:

- a. With the advice and assistance of the General Services Director, make recommendations to the Board of County Commissioners concerning rules, regulations, policies, operations, budgets and capital improvements for the Fairgrounds;
- b. Review specific matters submitted to the Fairgrounds Commission for consideration and perform such functions as prescribed by the Board of County Commissioners.

Full Resolution creating the Fairgrounds Commission can be found in the La Plata County Code: Chapter 2, Article III, Division 9, Sec. 2-301 through 2-337.

Qualifications:

1. Members must be residents of La Plata County;
2. Members must have reached the age of 18 years on the effective date of their appointment.

Personal Commitments:

1. To attend all meetings of the Fairgrounds Commission unless previously excused by the Chair;
2. To follow the direction and formal guidance of the Board of County Commissioners;
3. To be well informed and prepared to discuss the proposed issues and business at scheduled meetings, including having read all materials relevant to the topic at hand prior to the meetings;
4. To fully participate in meetings of the Fairgrounds Commission;
5. To avoid any conflicts of interest or circumstances which would create a perception of impropriety;
6. To observe local, state and federal laws, particularly open meetings and open records laws;
7. To cooperatively work with and respect the opinions of other Fairgrounds Commission members;
8. To treat all constituents and staff members with honor, dignity and respect;
9. To avoid the acceptance of any gifts or favors related to one's service in this position;
10. To honor and comply with the La Plata County Code of Ethics Policy (attached);
11. To attend at least one Boards and Commissions volunteer orientation during the duration of my appointment.

I understand and agree to abide by these personal commitments and understand that I serve at the pleasure of the La Plata County Board of County Commissioners.

Name: _____ Date: _____

Signature: _____