

# CITY OF COOS BAY CITY COUNCIL

## Agenda Staff Report

<b>MEETING DATE</b> March 18, 2014	<b>AGENDA ITEM NUMBER</b>
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TO: Mayor Shoji and City Councilors

FROM: Rodger Craddock, City Manager

ISSUE: Council Committee, Boards, and Commission Appointments

### **BACKGROUND:**

Members of the City Council and/or appointed officials serve as City representatives on various city and community boards and committees (committees). These committees can be categorized as City Committees, Other Governmental Committees, Intergovernmental Committees, and Community Committees. Those committees along with the elected and/or appointed officials' committee role are as follows:

<b>City of Coos Bay Boards, Commissions &amp; Committees</b>			
<b>Board, Commission or Committee Name</b>	<b>Board, Commission or Committee Membership</b>	<b>Meeting Dates, Times and Locations</b>	<b>Role of Elected Official</b>
Budget Committee	These boards, commissions & committees are comprised of a combination of elected officials and appointed community members	Meets the 3 <sup>rd</sup> and 4 <sup>th</sup> Thursdays, and the 4 <sup>th</sup> Tuesday in April at 7 p.m. in the City Council Chambers	Voting Member
Egyptian Theatre Restoration Steering Committee		Meets as needed on the 4 <sup>th</sup> Thursday of the month at 5:30 p.m. at the City Hall Conference Room	Voting Member
Library Board		Meets the 3 <sup>rd</sup> Wednesday each month at 5:15 p.m. at the Library's Cedar Room	Voting Member
Parks Commission		Meets the 3 <sup>rd</sup> Thursday each month at 4:00 p.m. in the City Hall Conference Room	Voting Member
Tree Board		Meets on an as needed basis on Tuesday or Thursday at 4:00 p.m. at various locations	Voting Member

City Council Charter / Rule Advisory Committee	These committees are made of selected council members	Meets on an as needed basis.	Voting Member
Council Finance Committee		Meets on an as needed basis.	Voting Member
City Council Economic Development Committee		Meets on an as needed basis.	Voting Member
Building & Fire Code Board of Appeals	These boards, commissions & committees are comprised of appointed community members	Meets on an as needed basis.	N/A
Design Review Committee		Meets on an as needed basis.	N/A
Planning Commission		Meets on the 2 <sup>nd</sup> Tuesday of each month at 6:00 pm in the City Council Chambers	N/A

<b>Other Governmental Boards, Commissions and Committees</b>			
<b>Board, Commission or Committee Name</b>	<b>Board, Commission or Committee Membership</b>	<b>Meeting Dates, Times and Locations</b>	<b>Role of Elected or Appointed Official</b>
Coquille Tribal Community Trust Fund	Coquille Tribal Fund Board of Trustees (Includes mayors of Coos Bay and North Bend)	Meets on an as needed basis.	Voting Member
Weed Advisory Board	Eleven Member Advisory Board which currently includes a Coos Bay City Councilor	Meets on the 1 <sup>st</sup> Tuesday of each month at 2:30 p.m. at the Coquille Annex.	Voting Member
Coos County Solid Waste Advisory Committee	Representatives from Coos County Solid Waste, DEQ, Coquille, Myrtle Point, North Bend, Bandon & Coos Bay	Meets on an as needed basis.	Voting Member

<b>Intergovernmental Boards, Commissions and Committees</b>			
<b>Board, Commission or Committee Name</b>	<b>Board, Commission or Committee Membership</b>	<b>Meeting Dates, Times and Locations</b>	<b>Role of Elected or Appointed Official</b>
CB-NB Visitors and Convention Bureau	Representatives from Coos Bay, North Bend, Coquille Tribe, Hotel Industry, & Chamber of Commerce	Meets the 2 <sup>nd</sup> Thursday of each month at 8:30 a.m. at the Red Lion	Voting Member
Coos County Urban Renewal Agency – North Bay District	Two representatives from Coos County, Port of Coos Bay, cities of Coos Bay & North Bend, and two citizens at large	Meets on an as needed basis, generally once or twice a year.	Voting Member
Bay Area Enterprise Zone	One representative from Coos County, Port of Coos Bay, cities of Coos Bay & North Bend and an citizen at large	Meets on an as needed basis.	Voting Member
Oregon Coastal Zone Management Association, Inc	Representatives from Oregon coastal cities, counties and ports	Meets quarterly	Voting Member
Coos Bay / North Bend Water Board	Four representatives, two from Coos Bay and two from North Bend	Meets on the 1 <sup>st</sup> and 3 <sup>rd</sup> Thursday of each month at 7:00 a.m. at the CBNBWB.	Voting Member
Coos Bay / North Bend Water Board Budget Committee	CB/NB WB and council representatives from the cites of Coos Bay and North Bend	Meets in the spring of each year.	Voting Member
Household Hazardous Waste Committee	Coos County, Coos Bay, Coquille, Bandon, Myrtle Point, Curry County, Brookings & Gold Beach & DEQ	Meets on an as needed basis.	Voting Member

<b>Various Community Boards, Commissions and Committees</b>			
<b>Board, Commission or Committee Name</b>	<b>Board, Commission or Committee Membership</b>	<b>Meeting Dates, Times and Locations</b>	<b>Role of Elected or Appointed Official</b>
Boys and Girls Club	The Board is made up of fourteen community members.	Meets the 3 <sup>rd</sup> Thursday each month at 5:00 p.m. at the Mill Casino's Conference Room.	Ex-officio
Community Coalition of Empire	Citizens of the Empire Community	Meets the 2 <sup>nd</sup> Tuesday each month at 6:00 p.m. at the Empire Fire Hall.	Ex-officio
Coos Art Museum Board	By invitation an elected official representing the City sits on the CAM Board in an ex-officio capacity.	Meets the 4 <sup>th</sup> Wed., unless there isn't a 4 <sup>th</sup> then they meet on the 3 <sup>rd</sup> Wednesday at 5:30 p.m. at Coos Art Museum	Ex-officio
Egyptian Theatre Preservation Association Board	Fifteen member board elected by the ETPA membership	Meets the 2 <sup>nd</sup> Thursday each month at 6:30 p.m. at Mike Gordan's Office.	Ex-officio
Mingus Park Pool Board	Consists of at least seven members.	Meets quarterly at 6:00 p.m. on Tuesday or Thursday at the swimming pool	Voting Member
Neighbor's In Need Coalition	Citizens and representatives of various Agencies	Meets 4 <sup>th</sup> Tuesday each month at 9:00 am at the Nancy Devereux Center.	Voting Member
Coos Bay Downtown Association	By invitation an elected official representing the City sits on the Downtown Association in an ex-officio capacity.	Meets 2 <sup>nd</sup> Monday of each month at 12:00 p.m. at North Point Reality Conf. Room.	Ex-officio
Historic Maritime Museum Project Committee	By invitation an elected official representing the City sits on the committee in an effort to keep the City informed on the status of the project	Meets on as on needed basis.	Ex-officio
Bay Area Chamber of Commerce	BAC Board of Directors and Community-At-Large Directors, representatives from Bay Area Hospital, SWOCC and the cities of Coos Bay and North Bend	Meets the 1 <sup>st</sup> Wednesday of each month at 7:00 a.m. at the Mill Casino.	Ex-officio

Below you will find the current elected and appointed official committee assignments:

Elected or Appointed Official	Community Boards, Commissions & Committees Assignments
<b>Mayor Crystal Shoji</b>	Coos Bay Urban Renewal Agency Budget Committee Coquille Tribe Community Trust Fund CB-NB Visitors and Convention Bureau Egyptian Theatre Restoration Steering Committee (Chair) Council Rule Making Committee Council Economic Development Committee
<b>Council President Stephanie Kramer</b>	Coos Bay Urban Renewal Agency Budget Committee Community Coalition of Empire Council Rule Making Committee Council Economic Development Committee Council Finance Committee (Alternate)
<b>Councilor Mark Daily</b>	Coos Bay URA (Chair) Budget Committee Council Finance Committee Bay Area Chamber of Commerce (Alt)
<b>Councilor John Muenchrath</b>	Coos Bay URA Budget Committee Egyptian Theatre Preservation Association Oregon Coast Historical Railway Com. Council Rule Making Committee Council Finance Committee

<b>Councilor Jennifer Groth</b>	Coos Bay URA (Vice Chair) Budget Committee CBNBWB Budget Committee Boys & Girls Club Community Coalition of Empire Enterprise Zone Committee Historic Museum Project Committee Coos Bay Library Board Council Economic Dev, Committee (Alt.) URA Advisory Committee
<b>Councilor Mike Vaughan</b>	Coos Bay URA Budget Committee Coos Art Museum Coos County Weed Advisory Board Coos County Urban Renewal Agency Egyptian Theatre Restoration Steering Com. Council Economic Development Committee Parks Commission Tree Board Coos Bay Downtown Association
<b>Councilor Tom Leahy</b>	Coos Bay URA Board Budget Committee
<b>City Manager Rodger Craddock</b>	Oregon Coast Zone Management Association Mingus Park Pool Management Board Coos County Solid Waste Committee Coos/Curry Household Hazardous Waste Committee Bay Area Chamber of Commerce South Coast Development Council

Currently the following appointments, formerly held by Councilor Melton, are vacant:

- Coos County Urban Renewal Agency (appointed by the Coos County Commissioners)
- Egyptian Theatre Restoration Steering Committee
- Egyptian Theatre Preservation Association
- Enterprise Zone Committee

**ADVANTAGES:**

City representation on the various city, county, and community committees provides an opportunity for the City Council to be involved in the community.

**DISADVANTAGES:**

None

**BUDGET IMPLICATIONS**

None.

**RELATED CITY GOAL:**

While not directly on point, appointing Councilors to serve on various boards, committees, and commissions is related to the City's Citizen Education and Involvement goal.

**ACTION REQUESTED:**

If it pleases the City Council appoint members of the Council to serve on the following:

- Coos County Urban Renewal Agency (appointed by the Coos County Commissioners)
- Egyptian Theatre Restoration Steering Committee
- Egyptian Theatre Preservation Association
- Enterprise Zone Committee