

**CITY OF COOS BAY CITY COUNCIL**  
**Agenda Staff Report**

<b>MEETING DATE</b>	<b>AGENDA ITEM NUMBER</b>
January 6, 2014	

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). Listed below are the committee categorizes that have been attached for your review:

- City of Coos Bay Boards Commissions & Committees
- Other Governmental Boards, Commissions, and Committees
- Intergovernmental Boards, Commissions, Committees and Non-Profits
- Various Community Boards, Commissions, and Committees.

I have also attached the current Elected or Appointed Officials' Community Boards, Commissions & Committee assignments. There are several vacant positions listed at the end of the list.

Mayor Shoji's two-year appointment to the Coos Bay/North Bend Visitor & Convention Bureau has expired, and she has expressed interest in being re-appointed. Based on the VCB IGA, the VCB is governed by a board of five persons. One member each shall be appointed by the Councils of each City and the Tribe. Bureau members may be reappointed for additional terms of two years each.

**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

**ACTION REQUESTED:**

If it pleases the City Council, please re-appoint Mayor Shoji to the Coos Bay/North Bend Visitor & Convention Bureau Board for a two year term ending November 15, 2016; and provide staff with any requested changes to the Elected or Appointed Official Community Boards, Commissions, and Committees Assignments list.

## City of Coos Bay Boards, Commissions & Committees

Board, Commission or Committee Name	Board, Commission or Committee Membership	Meeting Dates, Times and Locations	Role of Elected Official
Budget Committee	These boards, commissions & committees are comprised of a combination of elected officials and appointed community members	Meets the 2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> Thurs., and the 2 <sup>nd</sup> & 4 <sup>th</sup> Tuesday in April at 7 p.m. in the City Hall 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 Conf. Rm.	Voting Member
Library Board		Meets the 3 <sup>rd</sup> Wed. 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
Council Promotions Committee		Meets on an as needed basis.	Voting Member
Council Boardwalk Flag Committee		Meets on an as needed basis.	Voting Member
City Council Economic Development Committee		Meets on an as needed basis.	Voting Member
Design Assistance Team	These boards, commissions & committees are comprised of appointed community members	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

### Other Governmental Boards, Commissions and Committees

Board, Commission or Committee Name	Board, Commission or Committee Membership	Meeting Dates, Times and Locations	Role of Elected or Appointed Official
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

## Intergovernmental Boards, Commissions, Committees and Non-Profits

Board, Commission or Committee Name	Board, Commission or Committee Membership	Meeting Dates, Times and Locations	Role of Elected or Appointed Official
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 cities 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
Community Enhancement Plan Committee	Two representatives from Coos County, Port of Coos Bay, and cities of Coos Bay and North Bend	Meets on Mondays at 1:00 pm in the Coos Bay Council Chambers on an as needed basis.	Voting Member
Waterfront Development Partnership Committee	One representative from Coos County, Port of Coos Bay, and cities of Coos Bay and North Bend.	Meets on an as needed basis.	Voting Member
South Coast Community Foundation	One representative from Coos County, Port of Coos Bay, cities of North Bend and Coos Bay and three citizens at large.	Normally meets on the first Wednesday of the Month	Voting Member

## Various Community Boards, Commissions, and Committees

Board, Commission or Committee Name	Board, Commission or Committee Membership	Meeting Dates, Times and Locations	Role of Elected or Appointed Official
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> Wednesday, 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 the 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 Gordon'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 a.m. 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 3 <sup>rd</sup> Monday of each month at 11:30 a.m. at VIC Conference 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
OR Coast Historical Railway Museum	Consists of a seven member board	Meets the 2 <sup>nd</sup> Monday of each month at 7:00 p.m. at Railway Museum	Ex-officio

Elected or Appointed Official	Community Boards, Commissions & Committees Assignments
<b>Mayor Crystal Shoji</b>	Budget Committee CB-NB Visitors and Convention Bureau Coos Bay Urban Renewal Agency Coquille Tribe Community Trust Fund Council Economic Development Committee Council Rule Making Committee Egyptian Theatre Restoration Steering Committee (Chair) Enterprise Zone (Alternate) Library Steering Committee Waterfront Development Partnership Committee Council Boardwalk Flag Committee Council Promotions Committee
<b>Council President Stephanie Kramer</b>	Budget Committee Coos Bay Urban Renewal Agency Council Economic Development Committee Council Finance Committee (Alternate) Council Rule Making Committee Enterprise Zone (Alternate)
<b>Councilor Mark Daily</b>	Bay Area Chamber of Commerce (Alternate) Budget Committee Coos Bay URA (Chair) Coos Bay Downtown Association Council Finance Committee Enterprise Zone (Alternate) Council Promotions Committee Community Enhancement Plan Committee
<b>Councilor Mike Vaughan</b>	Budget Committee Coos Art Museum Coos Bay Downtown Association Coos Bay Urban Renewal Agency Coos County Urban Renewal Agency Council Economic Development Committee Egyptian Theatre Restoration Steering Com. Council Boardwalk Flag Committee

Elected or Appointed Official	Community Boards, Commissions & Committees Assignments
<b>Councilor Jennifer Groth</b>	Boys & Girls Club Budget Committee CBNBWB Budget Committee Coos Bay Library Board Coos Bay URA (Vice Chair) Council Economic Dev, Committee (Alt.) Council Finance Committee Enterprise Zone Committee Historic Museum Project Committee Library Board URA Advisory Committee Streets Taskforce - Chair Community Enhancement Plan Committee Library Steering Committee
<b>Councilor Tom Leahy</b>	Budget Committee Coos Bay Downtown Association Coos Bay Urban Renewal Agency Coos County Urban Renewal Agency Community Coalition of Empire South Coast Community Fund Board Council Boardwalk Flag Committee Council Promotions Committee
<b>Councilor Fred Brick</b>	Budget Committee Coos Bay Urban Renewal Agency
<b>City Manager Rodger Craddock</b>	Bay Area Chamber of Commerce Coos County Solid Waste Committee Coos/Curry Household Hazardous Waste Committee Oregon Coast Zone Management Association Mingus Park Pool Management Board South Coast Development Council
<b>Vacant Positions</b>	2 - Council Finance Committee members - a Councilor and a Budget Committee Member 1 - Council Charter / Rule Advisory Committee 2 - Egyptian Theatre Preservation Association 1 - Egyptian Theatre Restoration Committee 1 – OR Coast Historic Railway Museum Board 1 - Parks Commission 1 - Tree Board