



AGENDA
May 13, 2013, 6:30PM
CITY COUNCIL CHAMBERS, CITY HALL
29592 ELLENSBURG AVE
GOLD BEACH OR 97444

NOTE: The Council will meet as the Urban Renewal Agency this evening as part of the Public Hearing portion of the City Council meeting.

Call to order: Time: _____

1. The pledge of allegiance

2. Roll Call:

	Present	Absent
Mayor Karl Popoff		
Council Position #1 VACANT		
Council Position #2 Larry Brennan		
Council Position #3 Brice Gregory		
Council Position #4 Doug Brand		
Council Position #5 Tamie Kaufman		
City Administrator Jodi Fritts		
Student Liaison Vacant		

3. Special Orders of Business:

a. WWTP Project Update-Will Newdall, Public Works Superintendent

4. Consent Calendar

None scheduled

5. Citizens Comments

As presented to the Mayor at the beginning of the meeting

6. Public Hearing (pages 4-10)

THE CITY COUNCIL WILL CONVENE AS THE GOLD BEACH URBAN RENEWAL AGENCY AT THIS TIME

a. Determination on whether to forward the Urban Renewal Plan and Report to the City Council for review

THE URA WILL ADJOURN AND THE CITY COUNCIL WILL RECONVENE

A. Public Hearing on Ordinance 648-an ordinance making certain determinations and findings relating to the Gold Beach Urban Renewal Plan

7. Citizen Requested Agenda Items

None scheduled

The City of Gold Beach is dedicated to enhancing quality of life, while promoting health, safety, and welfare of our citizens, businesses, and visitors in the most fiscally responsible manner. In doing this, the City will respect the past, respond to current concerns, and plan for the future, while maintaining environmental sensitivity in our beach oriented community

8. **Public Contracts and Purchasing**
None scheduled
9. **Ordinances & Resolutions** (pages 7-9)
 - a. First Reading: Ordinance 648 Urban Renewal Plan Adoption
10. **Miscellaneous Items (including policy discussions and determinations)**
(pages 11-25)
 - a. Amendment to Admin & Personnel Policies—RE: Comp Time accumulation
 - b. Request from Councilor Brand to discuss Bike Park at Visitor Center
 - c. Request from Councilor Brand to discuss changes to the makeup of the Community Promotions Committee
 - d. Discussion regarding vacant council Position #1
 - e. Upcoming meetings
11. **City Administrator's Report**
Will be presented at meeting
12. **Mayor and Council Member Comments**
 - a. Mayor Karl Popoff
 - b. Councilors
 - 1) Jeff Crook
 - 2) Larry Brennan
 - 3) Brice Gregory
 - 4) Doug Brand
 - 5) Tamie Kaufman
 - c. Student Liaison, Vacant
13. **Citizens Comments**
As presented to the Mayor at the beginning of the meeting
14. **Executive Session**
None scheduled

The next scheduled meeting of the Gold Beach City Council is Monday, June 10, 2013, at 6:30PM in the Council Chambers of City Hall, 29592 Ellensburg Avenue, Gold Beach, Oregon.

15. **Adjourn Time:** _____

The location of the hearing/meeting is accessible to the disabled. Advance notice is requested if special accommodations are needed. Call 541-247-7029 so that appropriate assistance can be provided. The City of Gold Beach is an affirmative action EEOE and complies with section 504 of the rehab act of 1973. Complaints of discrimination should be sent to: USDA, Attention Director, Office of Civil Rights, Washington, D.C. 20250-9419

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PUBLIC HEARING

GOLD BEACH CITY COUNCIL AGENDA REPORT



Agenda Item No. 6 a.
Council Hearing Date: May 13, 2013

TITLE: Ordinance 648 Urban Renewal Plan

SUMMARY AND BACKGROUND:

This is the culmination of about three years of work by the City and the UR volunteers. The UR Plan was presented at the special meeting on April 22nd. The first reading of the ordinance to adopt the plan is attached.

The plan adoption is slightly different than our usual ordinance process. Prior to consideration of the ordinance, the council will convene as the UR Agency and recommend that the plan be presented to the council for their review and adoption. Sounds a little redundant since you act as both bodies but we need to ensure both bodies agree to the plan.

FINANCIAL IMPACT:

The financial impact is detailed in the plan and report. As requested by Councilor Kaufman, Elaine Howard figured the impact to the taxing districts as a portion of their overall tax levy. The City's tax base will have the largest impact at 1.26% of our total tax levy—that is the portion that will be diverted to fund the UR plan projects.

DOCUMENTS ATTACHED:

- Ordinance 648
- Tax levy percentage by district

REQUESTED MOTION/ACTION:

URBAN RENEWAL AGENCY

At the beginning of the Public Hearing the Council shall announce they are convening as the Urban Renewal Agency. The Council—acting as the UR Agency shall then determine if they wish to forward the plan to the Council to review.

Suggested Motion:

I move that we forward/do not forward the Gold Beach Urban Renewal Plan and Report to the City Council for their review.

Once the URA has concluded their business the URA should close their hearing and then the Council should reconvene to consider the plan and Ordinance 648.

CITY COUNCIL

The Council will open the hearing on Ordinance 648 and take any testimony regarding the ordinance. After taking testimony you will close the hearing then you may deliberate. You may vote on the ordinance at this time or wait until the Ordinance & Resolutions section of the agenda.

The ordinance will require two readings. If you choose to adopt the ordinance in one hearing than the first reading must be in its entirety. The second reading may be by title only. There is no great hurry so a first reading by title only at this meeting is recommended and the second reading at the June meeting.

Suggested Motion:

FIRST READING ONLY

I move that the Council adopt Ordinance 648, an ordinance making certain determinations and findings relating to and approving the Gold Beach Urban Renewal Plan, and approve the first reading of the ordinance by title only.

If the motion is approved, the City Administrator will read the ordinance title into the record. The process is repeated at the next council meeting and the ordinance is enacted and becomes effective on the 30th day after enactment.

Copy of report sent to:
UR Citizens Advisory Committee
Chamber of Commerce

ORDINANCE No. 648

**AN ORDINANCE MAKING CERTAIN DETERMINATIONS AND FINDINGS
RELATING TO AND APPROVING THE GOLD BEACH URBAN
RENEWAL PLAN**

WHEREAS, the City Council of the City of Gold Beach ("Council") has declared that blighted areas exist in the City of Gold Beach and has elected to have the powers of an urban renewal agency exercised by a commission designated by the Council; and

WHEREAS, the Council has declared that the name of the urban renewal agency shall be the Gold Beach Urban Renewal Agency ("Agency"); and

WHEREAS, the Gold Beach Urban Renewal Agency ("Agency"), as the duly authorized and acting urban renewal agency of the City of Gold Beach, Oregon ("City"), is proposing to undertake certain urban renewal activities in a designated area within the City pursuant to ORS Chapter 457; and

WHEREAS, the Agency, pursuant to the requirements of ORS Chapter 457, has caused the preparation of an urban renewal plan which is attached to this Ordinance as Exhibit A ("Plan"). The Plan lists authorized urban renewal activities within the Gold Beach Urban Renewal Area (the "Area"); and

WHEREAS, the Agency has caused the preparation of a report accompanying the Plan as required by ORS 457.085(3) ("Report"), which Report is dated April 2, 2013, and is attached to this Ordinance as Exhibit B; and

WHEREAS, the Plan and the Report were forwarded to the City of Gold Beach Planning Commission for recommendation, and the Planning Commission considered the Plan and Report on April 9, 2013, and adopted a finding that the Plan conformed with the Gold Beach Comprehensive Plan and recommended that the Plan be approved by the Gold Beach City Council; and

WHEREAS, the Plan and the Report were forwarded on April 2, 2013 to the governing body of each taxing district affected by the Plan, and the Agency consulted and conferred with said districts prior to presenting the Plan to the Council for approval; and

WHEREAS, on April 17, 2013 the City met with representatives of Curry County to review the Plan, including proposed maximum indebtedness for the Plan; and

WHEREAS, on March 25, 2013, the City caused notice of the public hearing to be held before the City Council on the Gold Beach Urban Renewal Plan, including the statements required by ORS 457.120(3), to be mailed to utility customers within the City of Gold Beach, and

WHEREAS, on April 22, 2013, the Council held a public hearing to review and consider the Plan, the Report, the recommendation of the Planning Commission, and the

public testimony received on that date, and does by this Ordinance desire to approve the Plan;

NOW, THEREFORE; THE CITY OF GOLD BEACH ORDAINS AS FOLLOWS:

Section 1. After consideration of the Plan, the Report, the recommendation of the Planning Commission, recommendations from affected taxing districts, and the public testimony before the Council, the Council hereby finds and determines that:

1. The Area designated in the Plan is blighted, as defined by ORS 457.010(1), and is eligible for inclusion within the Plan due to the conditions described in Section II of the Report; including lack of streetscape, lack of public spaces, and underdevelopment and underutilization of property within the Area.
2. The rehabilitation and redevelopment described in the Plan is necessary to protect the public health, safety, and welfare of the City because absent the completion of the urban renewal projects, the Area will fail to contribute its fair share of property tax revenues to support City services and will fail to develop and/or redevelop according to the goals of the City's Comprehensive Plan.
3. The Plan conforms to the Gold Beach Comprehensive Plan, as more fully described in Chapter X of the Plan, and provides an outline for accomplishing the projects proposed in the Plan.
4. In connection with any residential displacement occurring as a result of the acquisition and disposition of land in the Plan, provision has been made for displaced persons in the Relocation Section of the Report as required by applicable state law.
5. The acquisition of real property provided for in the Plan is necessary for the development of infrastructure improvements in the Area, including parking improvements, and for the development of public spaces, because the Agency does not own all the real property interests (rights of way, easements, fee ownership) that will be required to undertake and complete these projects as described in Chapter IV of the Plan and Section V of the Report.
6. Adoption and carrying out of the Plan is economically sound and feasible in that funds are available to complete the Plan projects using urban renewal tax increment revenues derived from a division of taxes pursuant to section 1c, Article IX of the Oregon Constitution and ORS 457.440, and other available funding as shown in Sections V, VI, VII, VIII and IX of the Report.
7. The City will assume and complete any activities prescribed by the Plan.
8. The public building projects identified in the Plan serve and benefit the urban renewal area as described in the Plan.

Section 2 : The Council has not received any written recommendation from the governing bodies of the taxing districts affected by the Plan, and therefore no action to accept, reject, or modify the recommendations has been considered.

Section 3 : The Gold Beach Urban Renewal Plan attached to this Ordinance as Exhibit A is hereby incorporated into this Ordinance by reference. The Report Accompanying Gold Beach Urban Renewal Plan attached to this Ordinance as Exhibit B is also hereby incorporated into this Ordinance by reference.

Section 4 : After review and consideration by the City Council of the Plan, the Report, the recommendations of the Planning Commission, recommendations from affected taxing districts, and the public testimony in the record, the Council hereby approves and adopts the Gold Beach Urban Renewal Plan.

Section 5 : The City Recorder is directed to forward a copy of this Ordinance to the Agency.

Section 6 : The Agency shall thereafter cause a copy of the Plan to be recorded in the Records of Curry County, Oregon.

Section 7 : The City Recorder, in accordance with ORS 457.115, is directed to publish notice of the adoption of the Ordinance approving the Plan, and the provisions of ORS 457.135, no later than four days following adoption of this Ordinance.

PASSED and ADOPTED by the City Council of the City of Gold Beach, State of Oregon, on the _____ day of _____, 2013.

Karl Popoff, Mayor

ATTEST:

Jodi Fritts, City Administrator

First Reading: May 13, 2013

Aye _____ Nay _____

Second Reading: June 10, 2013

Aye _____ Nay _____

Candy Cronberger, City Recorder

Attachments: Exhibit A – Plan, Exhibit B – Report

	2012-13 Permanent Rate Levy	2013-14	2014-15	Projected loss to UR	Percentage of overall permanent rate levy
Curry County	\$1,519,291	\$1,552,715	1,602,402	1,770	0.11%
County 4-H	\$258,759	\$264,452	272,914	301	0.11%
School district	\$2,886,275	\$2,949,773	3,044,166	11,566	0.38%
ESD	\$1,121,060	\$1,145,723	1,182,386	1,309	0.11%
SWOCC	\$1,774,917	\$1,813,965	1,872,012	2,072	0.11%
City of Gold Beach	\$518,586	\$529,995	546,955	6,898	1.26%
Port of Gold Beach	\$256,244	\$261,881	270,262	1,220	0.45%
Cemetery Rogue Rive:	\$46,083	\$47,097	48,604	228	0.47%
Health Curry County	\$645,277	\$659,473	680,576	2,192	0.32%
Library Curry County	\$383,097	\$391,525	404,054	1,951	0.48%



MISC. ITEMS

INCLUDING POLICY DISCUSSIONS AND
DETERMINATIONS

GOLD BEACH CITY COUNCIL AGENDA REPORT



Agenda Item No. **10 a.**
Council Hearing Date: May 13, 2013

TITLE: Amendment to Admin & Personnel Policies

SUMMARY AND BACKGROUND:

A conflict was recently discovered in the Compensatory Time section of the Admin & Personnel Policies Manual. Section 214.9.3 states that a non-exempt employee may not accumulate more than 40 hours of comp time. The last sentence in the section then contradicts itself and states that hours in excess of 40 may be cashed out annually in November. I recommend the last sentence be struck. Additionally, the next section regarding comp time for exempt employees states comp time will be forfeited in November of each year. Exempt (department head) employees typically do not earn comp time, but at the CA's discretion it can be granted. It is unclear why the hours, if granted, should be forfeited in November. Arguably it could be because of the end of the calendar year, but the City operates on a fiscal year of July-June.

FINANCIAL IMPACT:

Excess accrual of compensatory time creates an unacceptable financial liability to the City, but exact financial impact is not known.

DOCUMENTS ATTACHED:

- Proposed changes to A&P Policies Section 214

REQUESTED MOTION/ACTION:

A determination by the Council on the proposed policy amendment

Suggested Motion:

I move that we amend/do not amend the Administrative & Personnel Policies as presented in the Council Agenda report.

Copy of report sent to:

Supervisors and employees shall make every effort to keep the hours worked of non-exempt employees to the regular forty (40) hour work week. This can be accomplished by flexing the hours worked during the week (Sunday through Saturday), with the supervisor's approval. This will enable the employee to maintain their regular hours in the week and reduce the accumulation of overtime. If scheduling adjustments cannot be made during the week, compensatory time will be granted (refer to Compensatory Time policy below). However, supervisors should attempt to avoid accumulated overtime by employees.

214.9.2 Call-out of Public Works Employees

A Public Works employee who is called to work outside the assigned work shift shall be paid at the rate of time and one-half (1½) the employee's regular rate of pay for a minimum of two (2) hours. If the call out occurs one (1) hour or less before or after the start of the work shift the overtime worked shall be considered an extension of the work shift and be compensated as such.

214.9.3 Compensatory Time (Comp Time) for Non-Exempt Employees

In lieu of overtime pay, non-exempt employees may request to receive compensatory time off for hours worked in excess of 40 hours in a workweek. Compensatory time off is provided at the rate of one and one-half (1 ½) hours for each overtime hour worked. Regular breaks that are not taken cannot be used to accumulate compensatory time.

An employee may not accumulate more than 40 hours of compensatory time. Any accumulated overtime in excess of 40 hours will be paid to the employee in the paycheck for that pay period. ~~Employees will have the option to cash out accumulated compensatory time in excess of 40 in November each year.~~

Compensatory time off must be arranged by mutual agreement between the employee and the department director and is not transferrable between employees.

214.9.4 Comp Time for Exempt Employees

The city recognizes that some exempt employees work well in excess of 40 hours per week. Due to their exempt status, these employees are not paid overtime compensation. However, the city administrator (or designee), at his or her sole discretion, may grant comp time to exempt employees upon request. Such comp time will be granted only if the exempt employee regularly works in excess of a 40 hour work week.

An exempt employee may not accrue more than 40 hours of Comp Time. ~~Comp Time granted to exempt employees must be used before November of each year. After November, any Comp Time accrued is forfeited.~~ Comp Time must be arranged by mutual agreement between the employee and the city administrator and his or her designee and is not transferrable between employees.

GOLD BEACH CITY COUNCIL AGENDA REPORT



Agenda Item No. **10 b.**
Council Hearing Date: May 13, 2013

TITLE: Bike Park at Visitor Center

SUMMARY AND BACKGROUND:

Councilor Brand requested that I present the attached information to you to discuss developing a Bike Park at the Visitor Center.

As part of my promotions duties, I have been heavily involved in bike tourism this past year. I am currently part of a regional coalition organized by the Bandon Dunes-Wild Rivers Coast Alliance to enhance bike tourism to the southcoast. We recently presented an application to the state Parks and Recreation Department for a designated scenic bikeway. We are working closely with Travel Oregon on this project. Additionally, the Ford Leadership class that Councilor Brand, Candy Cronberger, the Chamber Director, and I are part of has chosen a bike tourism project as our class project.

The Visitor Center Manager and I have had several discussions about improvements that can be made to the Visitor Center and South Beach Park to enhance the bike tourist experience in Gold Beach. The PW Superintendent and I have actually discussed a Bike Park at the Visitor Center. In theory it sounds good, but practically speaking the three of us have concerns:

- We already have a significant problem with transient camping at South Beach Park and the area around the VC because of its secluded location
- The current restroom facility has structural issues that will require attention in the near future
- Development of this nature beyond the existing parking lot will require OPRD input and approval
- Staff feels a park/campground project would be better suited as a collaborative project with the Fairgrounds or the Port

I am fully committed to bike tourism and would like to collaboratively develop this project with either the Fairgrounds or the Port. Will and I would prefer the Fairgrounds because they already host camping on the west side of the property and they have existing shower and bathroom facilities. Developing facilities at the VC would be duplicative, and in staff's opinion an unacceptable risk management issue on several different levels. Finally, I have a concern about the City developing a venture that could negatively impact businesses in town. We have three campgrounds/RV parks within the City limits and two others just outside. I don't feel comfortable proposing a project that could potentially take dollars from those already existing tourism businesses. Again, the Fairgrounds already operate as a camping facility so this would not further impact existing businesses.

I would like to see us more fully develop bike tourism transitory facilities at the VC—by that I mean: bike racks, bike security (a place that bikers can leave their belongings while they explore GB), signage and an after-hours info kiosk, and a solid watering facility—like a quality fountain that cannot be used for bathing purposes (this attracts the transient population). These are all good facilities at this location without encouraging squatting around the VC and South Beach Park.

FINANCIAL IMPACT:

Not known at this time.

DOCUMENTS ATTACHED:

- Bicycle Plan from Councilor Brand

REQUESTED MOTION/ACTION:

Discussion regarding the proposal.

Copy of report sent to:
Will Newdall, PW Superintendent
Sue Dawson, VC Manager
Fairgrounds Manager
Port Manager
Chamber of Commerce

A Bicycle Plan

Goal: to increase overall economic prosperity thru influx of bicycle tourist dollars spent within the city.

Means: bicycle park at the Gold Beach Visitor, north of the present parking area .

Method:

1. increase amount of bike racks in key areas of city (already in budget)
2. fairgrounds proposal (see below)
3. maintenance agreement with public works and fairgrounds
4. line item in budget for income
5. identify and create budget items to continue after development phase
6. coordinate with bike Oregon and odot for additional funding/grant options and
7. promotional support travel Oregon, <http://orbike.com/event/oregon-coastal-odyssey/>
8. http://cms.oregon.gov/ODOT/HWY/BIKEPED/docs/oregon_coast_bike_route_map.pdf
9. <http://traveloregon.com/see-do/recreation/cycling/>
10. <http://www.cyclingescapes.com/bicycletours/oregon/coast/biketour.html>
11. host cycling escape with a program rollout ride, possibility of annual event.

Visitor Center proposal

The visitor center is the perfect place to host a bike park per se. With a few modifications, upgrading , and minor landscaping issues, the now little or unused areas on the north area of the property could be enhanced to promote the Visitors Center and the City of Gold Beach as Bicycle” FRIENDLY”.

City will modify the existing visitor center bathrooms to include mens and womens showers.

City will also install (# to be determined) picnic tables, wind breaks, bbq cook stations (similar to forest service type). Working in conjunction with the state, pursue placing appropriate informational signage in area for beaches, historical, geographical, flora and fauna, eco tourism, etc. Fee structure for daily usage to be determined. The nominal fees would offset the costs of labor and maintenance.

Source

ODOT STATISTICS

The Oregon coast bike route is 370 miles long. from Astoria to the California border.

The route is signed by ODOT with over 160 signs, green with a bike caricature, a gull and waves. Four to six thousand cyclists a year travel the Oregon coast.

Generates \$800,000 to \$1.2 million yearly, typically from May to October. (\$200.00 per day generated per biker)

Riders come from all over the world, much like the wind surfers.

Source:

www.wweek.com/portland/article-7225-cycle_tour_101_your_on_bike_guide_to_highway_101.html
map-

http://cms.oregon.gov/ODOT/HWY/BIKEPED/docs/oregon_coast_bike_route_map.pdf

GOLD BEACH CITY COUNCIL AGENDA REPORT



Agenda Item No. **10 c.**
Council Hearing Date: May 13, 2013

TITLE: Community Promotions Committee Makeup

SUMMARY AND BACKGROUND:

Councilor Brand requested that makeup of the Community Promotions Committee be brought up for discussion.

The current five member committee makeup (awkwardly worded in the City Code) is: two Chamber of Commerce members, two hotel/motel operator members, and one at-large tourist industry member. We had discussed last year changing the makeup of the committee—I have attached a copy of that ten member proposed committee. It is large (and probably awkward) but the idea was to get a better cross section of the tourism industry.

There was some talk of dissolving the committee last year due to dysfunctionality, but the problem sort of remedied itself with the expiration of terms and the resignation of a few other members for personal reasons. The sole duty of the committee is to formulate a long-range strategy and plan for community promotion and advertising (a marketing plan). The development of the marketing plan was a difficult process last year that ended with the Tax Administrator developing the first plan we have had since 2002 with the assistance of the contract marketing firm. The TA will present a formal report to the Council on the status of Gold Beach tourism, and the plan goals and accomplishments for fiscal year 2012-2013 at the June meeting.

I'd like to have a candid discussion with the Council on the future of the Promotions Committee and other more viable tourism committee options for the greater Gold Beach community.

FINANCIAL IMPACT:

None at this time

DOCUMENTS ATTACHED:

- City Business Code excerpt
- Proposed committee makeup from last year
- Promotions committee information from Councilor Brand

REQUESTED MOTION/ACTION:

Discussion regarding the proposal.

Copy of report sent to:
Carson-McHugh Marketing
Chamber of Commerce

Community Promotions Committee

(1) The two members of said committee from applications received from the Gold Beach Chamber of Commerce shall have terms of four years each. Position number one shall be appointed on the even years and position number three shall be appointed on the odd years with the terms beginning on the first day of January. The two members of the committee from applications received from lodging establishment operators contributing to this fund shall have terms of four years each. Position number four shall be appointed on the even years and position number five shall be appointed on the odd years. Position number two of the committee shall be appointed on the even years from applications received from the community at large that are directly involved with the tourist industry. This position will be titled "member at large".

(2) Should any member resign or be removed as provided herein, the City Council shall appoint a replacement and said new member shall serve the remainder of the unexpired term.

(3) Community Promotions Committee members serve at the pleasure of the Mayor and Council. Any member of the Community Promotions Committee may be removed, with or without cause at any time, by majority vote of all incumbent members of the Council. The action of the City Council in removing a member shall be final.

(4) A quorum of three members of the committee will be necessary to conduct business of the committee. The committee shall pick a Chair and Secretary who serve at the pleasure of the committee. The committee shall keep a record of its meetings and procedures. All minutes, records and files pertaining to actions of the committee shall be kept at City Hall. The committee shall hold quarterly meetings at the Gold Beach City Hall. All committee meetings shall be open to the public. Committee members shall attend all regularly scheduled meetings. Committee members shall not receive any compensation for their services on the committee.

(5) The role of the committee is to formulate a long-range strategy and plan for community promotion and advertising for the greater Gold Beach area including, but not limited to, a comprehensive media campaign for such promotion.

(6) Through the City's budget development and adoption process, the City Council will set funding levels for expenditures from the Community Advertising and Promotion Fund. The Tax Administrator will approve all specific line-item expenditures from the Fund prior to expenses being incurred. The Promotions Committee has no authority to incur expenditures on behalf of the City.

PROPOSED PROMOTIONS COMMITTEE MAKEUP FROM LAST YEAR

The Community Promotions Committee shall be a ten member commission made up of the following positions appointed by the City Council:

Position #1: Gold Beach Chamber of Commerce; this member shall be nominated by the Chamber Board and recommended to the City Council, not merely a Chamber member.

Position #2: Sporting Industry; this member shall be from a business/group representing sporting goods, fishing or hunting guides, a professional organization of sporting businesses, or similar fishing/hunting/guiding group.

Position #3: Real Estate; this member shall be a person actively working in the real estate field in the Gold Beach area.

Position #4: Restaurant; this member shall be from the Gold Beach restaurant industry and must be an owner or current employee of a restaurant or food service establishment.

Position #5: Hotel/Motel; this member shall be an owner or current employee of a hotel or motel within the city limits of Gold Beach.

Position #6: Port of Gold Beach; this member shall be a current Commissioner or employee of the Port of Gold Beach.

Position #7: General Retail; this member shall be an owner or employee of a general retail business in Gold Beach. General Retail does not include hotel/motels, restaurants, gas stations, or other similar businesses that are not engaged in the retail sale of goods.

Position #8: Vacation Rental; this member shall be the owner or manager/operator of an active vacation rental in Gold Beach.

Position #9: At Large; this member shall be a community member not otherwise listed above.

Position #10: Tax Administrator shall be a non-voting member of the committee but may take part in all committee discussions.

Membership

MORRO BAY CA.

The Commission shall be composed of seven members as follows:

- Four members shall be owners or managers of businesses in the tourism industry (at least three must be owners or managers of hotels, motels, restaurants, or other establishments engaged in the business of selling food for consumption on premises).
- Two members shall be members of the governing body of the city and selected by the governing body and shall serve at the will of the governing body.
- One Member shall be from the public-at-large.

Appointment

Vacancies on the Commission, whether resulting from expiration of a regular term or otherwise, in any of the four tourism industry positions or the at-large position shall be filled by appointment made by the remaining members of the Commission, with the approval of the governing body of the City.

Section 2. Duties of the Commission. The Commission is the body that determines the use of the city advertising and promotion fund (hotel, motel, restaurant tax).

Section 3. Membership of the Commission. There shall be seven members of the Commission. As specified by state law, four (4) members shall be owners or managers of businesses in the tourism industry, at least three of whom shall be owners or managers of hotels, motels, or restaurants, and who shall serve for staggered terms of four (4) years. Two (2) members of the Commission shall be members of the governing body of the city and selected by the governing body and shall serve at the will of the governing body. One (1) member shall be from the public at large and shall serve for a term of four (4) years. All members must be residents of the city.

CONFLICT OF INTEREST

Section 1(a). No member of the Commission with a direct or indirect financial interest shall participate in, vote on, influence, or attempt to influence an official decision under consideration by the Commission

Section 1(b). A member of the Commission may participate in, vote on, influence, or attempt to influence an official decision if the only pecuniary interest that may accrue to the member is incidental to his position or accrues to him as a member of a profession, occupation, or large class to no greater extent than the pecuniary interest could be foreseen to accrue to all other members of the profession, occupation, or large class.

Section 2. No member of the Commission shall participate in any discussion or vote on a rule or regulation that exclusively benefits the member.

APPOINTMENT

The Community Promotions Committee shall be comprised of seven (7) voting members, four of which must be qualified electors of the City of Morro Bay. Appointments and the filling of vacancies shall be made by the City Council. Committee members shall serve at the pleasure of the City Council. The City Council will attempt to select members from the following categories:

- Morro Bay Chamber of Commerce
- Morro Bay Merchants Association
- Morro Bay Motel or Restaurant Representative
- Embarcadero Business Representative
- Special Events Representative
- Two Members at Large

The Commission shall be composed of seven members as follows:

- Four members shall be owners or managers of businesses in the tourism industry (at least three must be owners or managers of hotels, motels, restaurants, or other establishments engaged in the business of selling food for consumption on premises).
- Two members shall be members of the governing body of the city and selected by the governing body and shall serve at the will of the governing body.
- One Member shall be from the public-at-large.

(1) The committee shall be composed of seven members in seven positions as follows:

Four members shall be owners or managers of hotels, motels, or restaurants. One member shall be an owner or manager of a retail food (grocery) business or retail establishment. One member shall be a member of the chamber of commerce board of directors. One member shall be a member at large. All members must be residents of the city.

Positions shall be for a period of two years. Odd number positions shall be appointed on odd numbered years, even numbered positions on even numbered years

Promotions Committee Member Job Description

The job of the Promotion Committee is to PROMOTE downtown as the center of commerce, culture, and community life for residents and visitors alike. To be effective, your committee must move beyond the typical "tried-and-true" downtown promotion ideas of yesteryear. You must think about promotion in a broader sense.

Really productive and effective Promotion Committee members:

- Have a genuine desire to serve on the committee
- Expresses self clearly, yet eagerly exchanges ideas with others; Keeps an open mind, to be creative and learn from others
- Thinks about the "big picture," yet also concentrates on the details
- Knows when to be decisive and come to closure.
- Cooperates willingly in a team effort
- Stays focused on the task at hand
- Understands the promotional need of small retailers
- Has skills or interest in public relations media, and image development.
- Carries out Plans and projects in a timely and professional manner

Who Serves on the Promotion Committee? Likely candidates are:

- Downtown merchants,
- Chamber of Commerce members
- Civic groups involved in the arts
- Marketing/ advertising professionals
- Teachers of marketing or design
- Staff in advertising or tourism offices
- Reporters and editors
- Graphic designers and artists
- People who want to be "part of the action"

Expectations for a Committee Member. At a minimum, expect to:

- Commit to at least one year of service
- Work 3 to 5 hours a month
- Attend all training sessions
- Read selected orientation materials
- Learn the Main Street approach
- Recruit/orient new members
- Prepare in advance for meetings
- Cooperatively draft an annual plan
- Volunteer to work at events

Downtown Jackson NEEDS You!

Your downtown is going through many exciting changes and we need your help to make sure it becomes the best it can be! Opportunities are limitless and the amount of time you spend is up to you. Please fill out this letter and forward it to the Downtown Development Authority (DDA) today!

Name: _____

Business and/or organization: _____

Address: _____

Telephone: _____ Fax: _____

E-mail Address: _____

The best time for me to meet is: _____

Experience or interests related to this committee: _____

Committee that I would like to participate on (Circle):

Design

Economic Restructuring

Promotions

Please return completed forms to the
Downtown Development Authority
161 W. Michigan Ave
Jackson, MI 49201
Phone: 517.788.4355 Fax: 517.768.6367



GOLD BEACH CITY COUNCIL AGENDA REPORT



Agenda Item No. **10 d.**
Council Hearing Date: May 13, 2013

TITLE: Vacant Council Position #1

SUMMARY AND BACKGROUND:

Council Position #1 has been vacant since April 8th. I ran a public notice paid ad in the Curry County Reporter in the April 24th and May 1st editions. Additionally, we have had the opening posted on the City website since April 15th.

We have received two applications for the position, one of which meets the requirements of the City Code. That applicant is Ted Whitmore and I have attached a copy of his completed application. Mr. Whitmore previously ran for Position #2 in 2008. Do you wish to proceed with interviewing Mr. Whitmore?

FINANCIAL IMPACT:

None at this time

DOCUMENTS ATTACHED:

- Ted Whitmore application

REQUESTED MOTION/ACTION:

Discussion regarding Council vacancy and how to proceed

Copy of report sent to:



CITY OF GOLD BEACH APPLICATION FOR APPOINTMENT TO BOARD, COMMISSION OR COMMITTEE

I am interested in serving as a member of the GOLD BEACH CITY COUNCIL

Position # 1

Name: THEODORE R WHITMORE

Mailing Address: [REDACTED] GOLD BEACH OR 97444

Resident Address (if different from above): _____

Home Phone: [REDACTED] Work Phone: [REDACTED]

Current Employment: GOLD BEACH RADIO SHACK

Your area of interest: LAPIDARY AND JEWELRY DESIGN

Why do you want to serve: THE LAST SEVERAL YEARS, THE CITY OF GOLD BEACH HAS BEEN MOVING IN A FORWARD AND POSITIVE DIRECTION. I WOULD LIKE TO SEE OUR PROGRESS CONTINUE EVEN THOUGH WE FACE TOUGH TIMES. TO THAT END, I OFFER MY SERVICES TO THE COUNCIL AND THE CITY OF GOLD BEACH.

Previous service in this appointed position or a similar position: _____

NONE

Other volunteer activities: NONE AT THIS TIME

Does your schedule allow you to attend daytime meetings? SOME

Does your schedule allow you to attend nighttime meetings? YES

Does your schedule limit the days you could attend meetings? NO

RECEIVED
APR 22 2013
CITY OF GOLD BEACH

**GOLD BEACH CITY COUNCIL
AGENDA REPORT**



Agenda Item No. 10. e.

Council Hearing Date: May 13, 2013

TITLE: Upcoming Meetings and Trainings

If you wish to attend any of these meetings please let the front office know and we will make the necessary arrangements.

Tuesday, May 14th: Monthly Chamber Networking Lunch. Monthly luncheon at the Showcase Building at the Fairgrounds. *SPECIAL SPEAKER THIS MONTH!* Bob Carson of Carson-McHugh Marketing (our marketing consultant) will be the featured speaker this month and will update everyone on our marketing efforts this past year. If you can attend this is a great opportunity to meet Bob. He will be in town all this week to help the Chamber with the Wine Festival. I hope to be able to introduce you all to him this week.

Wednesday, May 15th: Quarterly LOC Small Cities Networking meeting. It will be held in Coquille at the hospital again. Lunch will be provided. We need to RSVP to this one.