



Public Notice

NOTICE IS HEREBY GIVEN that on Monday, July 13, at 7:00 pm in City Hall Council Chambers, 898 Elk Drive, during a regular Common Council meeting, Brookings City Council will consider for adoption by title only the following:

- In the Matter of Ordinance 18-O-789, an Ordinance Amending Title 2, Administration and Personnel, of Brookings Municipal Code in its Entirety.

All persons wishing to address these matters may do so in person at the meeting, or by submitting prior written evidence to the City Recorder, City Hall, 898 Elk Drive, Brookings, OR 97415. Copies of the ordinance and associated staff report will be available for inspection in the City Recorder's office, at the Chetco Community Library, and at www.brookings.or.us, under Council Agendas.

All public City meetings are held in accessible locations. Auxiliary aids will be provided upon request with 72 hours advance notification.

Please contact 469-1102 if you have any questions regarding this notice.

For: Monday, July 13, 2020, City Council Meeting

Advance Packet Information

Dated: July 6, 2020

Included in this packet is documentation to support the following Agenda items:

PUBLIC HEARINGS/ORDINANCES

Adopt Ordinance 20-O-789, Amending BMC Chapter 2.57 [City Recorder, Pg. 2]

- a. Ordinance 20-O-789 [Pg. 3]
- b. Exhibit A – Title 2 – Administration and Personnel [Pg.4]
- c. Resolution 20-R-1191 [Pg.7]

*Obtain Public Comment Forms and view the agenda and packet information on-line at www.brookings.or.us, or at City Hall. Return completed Public Comment Forms to the City Recorder before the start of meeting or during regular business hours.

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CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: July 13, 2020

Originating Dept: Finance and Admin

Signature (submitted by)


City Manager Approval

Subject: Adopt Ordinance 20-O-789, amending Chapter 2.57 of the BMC.

Recommended Motion:

Motion to Adopt Ordinance 20-O-789, amending Chapter 2.57, Administration and Personnel, of the Brookings Municipal Code (BMC).

Financial Impact:

n/a

Background/Discussion:

City Council created the Tourism Promotion Advisory Committee (TPAC) in May 2014 by the adoption of Ordinance 14-O-732, adding Chapter 2.57 to the Brookings Municipal Code (BMC).

City Council voted to disband TPAC on June 22, 2020 by adopting Resolution 20-R-1191, and requested that the respective ordinance changes be brought back to City Council.

Attached is Ordinance 20-O-789, Amending Chapter 2, Administration and Personnel, of the Brookings Municipal Code (BMC) by deleting Chapter 2.57.

Attachment(s):

- a. Ordinance 20-O-789
- b. Exhibit A – BMC Chapter 2.57
- c. Resolution 20-R-1191

IN AND FOR THE CITY OF BROOKINGS
STATE OF OREGON
ORDINANCE 20-O-789

**IN THE MATTER OF ORDINANCE 20-O-789, AN ORDINANCE AMENDING TITLE 2,
ADMINISTRATION AND PERSONNEL, OF BROOKINGS MUNICIPAL CODE IN ITS ENTIRETY.**

Sections:

Section 1. Ordinances Identified.

Section 2. Amends Title 2, Administration and Personnel

The City of Brookings ordains as follows:

Section 1. Ordinance Identified. This ordinance amends Title 2, Administration and Personnel of Brookings, Municipal Code Chapter 2.57

Section 2. Amend Title 2. Administration and Personnel, is hereby amended to read as presented in Exhibit A attached hereto with edits designated in red and struck out.

First Reading: _____ Passage: _____

Second Reading: _____ Effective Date: _____

Signed by me in authentication of its passage this _____, day of _____, 2020

ATTEST:

Mayor Jake Pieper

City Recorder Janell K. Howard

Title 2
ADMINISTRATION AND PERSONNEL

Chapters:

- 2.01 Committee and Commission Membership
- 2.05 Council Rules
- 2.10 Elections
- 2.15 City Manager
- 2.20 City Attorney
- 2.25 Municipal Court
- 2.30 Police Department
- 2.35 Fire Department
- 2.40 *Repealed*
- 2.45 *Repealed*
- 2.50 Parks and Recreation Commission
- 2.55 Planning Commission
- ~~2.57 Tourism Promotion Advisory Committee~~
- 2.60 Urban Renewal Agency
- 2.63 Urban Renewal Advisory Commission
- 2.65 *Repealed*
- 2.67 Budget Committee
- 2.70 *Repealed*
- 2.75 Disposal of Unclaimed, Bailed and Stolen Property
- 2.80 *Repealed*
- 2.85 Sale of City Owned Real Property

Chapter 2.57
TOURISM PROMOTION ADVISORY COMMITTEE

Sections:

~~**2.57.010 Name.**~~

~~**2.57.020 Mission and goals.**~~

~~**2.57.030 Powers and duties.**~~

~~**2.57.040 Organization.**~~

~~**2.57.010 Name.**~~

~~The Brookings city council hereby creates the **tourism** promotion advisory committee. [Ord. 18-O-772 § 2 (Exh. A); Ord. 14-O-732 § 2.]~~

~~**2.57.020 Mission and goals.**~~

~~A. The primary role of the tourism promotion advisory committee is to advise the city council on the use of transient occupancy tax (TOT) revenues allotted for tourism promotion pursuant to Chapter 3.10 BMC.~~

~~B. Nothing in this chapter shall be interpreted as authorizing the city to conduct a tourism promotion campaign.~~

~~C. It is the goal of the city council to expend tourism promotion funds in a coordinated and efficient manner with funding to be provided for a few selected projects and events each year. [Ord. 18-O-772 § 2 (Exh. A); Ord. 14-O-732 § 2.]~~

~~**2.57.030 Powers and duties.**~~

~~A. Duties and Responsibilities.~~

~~1. The tourism promotion advisory committee is an advisory body to the city council. It has no authority to spend or approve the expenditure of city funds. Its recommendations are made to the city council through its minutes.~~

~~2. Committee members shall serve at the pleasure of the city council.~~

~~3. Committee membership is honorary and without compensation.~~

~~4. All committee meetings shall be open to the public and held in a place that is handicapped accessible.~~

~~5. Committee minutes, as prepared by staff and approved by the committee, shall be submitted to the city council for acceptance. The minutes shall be approved, with or without amendments, additions or corrections, by affirmative action of the committee at its next meeting. [Ord. 18-O-772 § 2 (Exh. A); Ord. 14-O-732 § 2.]~~

2.57.040 Organization.

~~A. Membership.~~

~~1. The committee shall consist of seven voting members to be appointed by the mayor with approval of the city council.~~

~~2. Insofar as possible, city residents shall have precedence over other applicants.~~

~~a. All members of the committee shall be residents of Curry County. At least four of the seven members shall be residents of the city of Brookings. Noncity residents must have an economic interest, such as property ownership, business ownership, or employment, within the city. These members shall not be officials or employees of the city.~~

~~b. No member of any other city council appointed board, committee or commission shall simultaneously serve on the tourism promotion advisory committee.~~

~~3. Meeting minutes shall be recorded by the city manager, or his/her designee.~~

~~B. Terms of Appointment/Removal/Vacancies.~~

~~1. Terms shall be for three years.~~

~~2. Vacancies created by a mid-term resignation or termination shall be filled by appointment as provided under subsection (A)(1) of this section.~~

~~3. Members may be removed by a majority vote of the city council for any reason and at any time during the member's term of appointment. Failure of a member to attend at least 50 percent of regularly scheduled meetings during a 12-month period shall result in automatic termination, unless the absences have been excused by the committee's chair.~~

~~C. Election of Officers.~~

~~1. At the last meeting of each calendar year, a chair and vice chair shall be elected from the voting members of the committee to serve a one-year term.~~

~~2. Newly elected officers shall take their seats at the first meeting of the next calendar year.~~

~~3. No member shall serve more than two consecutive years in any one office.~~

~~D. Quorum/Rules/Meetings.~~

~~1. A majority of appointed committee members shall constitute a quorum.~~

~~2. The committee shall meet at least once each quarter, at a time and place as may be fixed by consensus of the voting members, and at other times as deemed necessary by the city manager when action is required on referrals from the agency. All meetings shall be open to the public and noticed in accordance with State Public Meeting Law (ORS Chapter 192).~~

~~3. Voting by the committee on all matters shall be consistent with the process adopted by the city council under BMC 2.05.160, with the exception that the staff member recording the votes may call for a voice vote unless a polled vote is required by state law.~~

~~4. Recommendations made by the committee shall be submitted to the city council in the manner prescribed by city administrative regulation.~~

~~E. Staffing.~~

~~1. The city manager or his/her designee shall provide staff support to the committee in the same manner as staff provides support to other committees and commissions to include:~~

~~a. Preparation of reports containing recommendations for projects to achieve the goal of promoting tourism.~~

~~b. Review and make recommendations for funding special events.~~

~~c. Transmitting recommendations from the committee to the city council.~~

~~2. All projects, programs and contracts funded through allocation of TOT funds shall be administered by the city manager or his/her designee. [Ord. 18-O-772 § 2 (Exh. A); Ord. 14-O-732 § 2.]~~

CITY OF BROOKINGS

RESOLUTION 20-R-1191

A RESOLUTION OF THE CITY OF BROOKINGS DISBANDING TOURISM PROMOTIONS ADVISORY COMMITTEE.

WHEREAS, the Tourism Promotions Advisory Committee was created by Ordinance 14-O-732, adding Chapter 2.57 to the Brookings Municipal Code, and

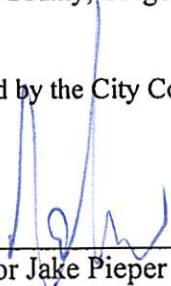
WHEREAS, in the last year the number of items on the agenda has significantly decreased, and

WHEREAS, the tasks performed by the Tourism Promotions Advisory Committee can be performed at the staff level, and

WHEREAS, it is determined the services of a Tourism Promotions Advisory Committee are no longer essential;

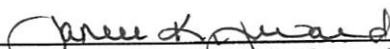
NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Brookings, Curry County, Oregon, that the Tourism Promotions Advisory Committee is hereby disbanded.

Passed by the City Council June 22, 2020, and made effective the same date.



Mayor Jake Pieper

Attest:



City Recorder Janell K Howard