

COBURG CITY COUNCIL ACTION/ISSUE ITEM



TOPIC: Park Tree Committee Appointment

Meeting Date: July 11, 2023
Staff Contact: Sammy Egbert, City Recorder
Contact: 541-682-7852, sammy.egbert@ci.coburg.or.us

REQUESTED COUNCIL ACTION

Consider appointment of Michelle Shattuck to the Park Tree Committee.

Recommended Motion: *I move to recommend Mayor Bell appoint Michelle Shattuck to the Park Tree Committee Advisory Committee.*

POLICIES OR CITY COUNCIL GOAL(S)

- Citizen Committees and Commissions

HISTORY OR BACKGROUND

Park Tree currently has six (6) members. Bylaws allow for a maximum of seven (7) members.

Recruitment was posted May 1, 2023 and closed on June 19, 2023. One application was received and the applicant met the required qualifications.

Park Tree Committee voted at the June 20, 2023 meeting to recommend that Michelle Shattuck be appointed to serve as the 7th member of the Park Tree Advisory Committee.

PARK TREE ADVISORY COMMITTEE BYLAWS, ARTICLE IV – MEMBERSHIP

Section 1. Membership

The Committee shall consist of a maximum of seven (7) voting Committee Members, hereinafter referred to as Members.

Section 2. Qualifications

The voting Members must reside within the Coburg Fire District with a majority residing within Coburg City limits.

Section 3. Application for Membership

Prospective Members shall file an application with the City Recorder.

Section 4. Method of Appointment

All voting Members shall be appointed by City Council. An applicant must have the approval of the Committee prior to appointment by City Council. All existing members wishing to continue to serve will automatically be included in the appointments for the upcoming calendar year. All terms expire on December 31.

RECOMMENDATION AND ALTERNATIVES

1. Appoint applicant as the Committee recommends.
 2. Extend the recruitment.
 3. Operate the committee with six (6) members
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BUDGET / FINANCIAL IMPACT

None

PUBLIC INVOLVEMENT

None.

NEXT STEPS

If appointed, prior to the Park Tree Committee next meeting, a meeting will be setup with the committee staff and committee Chair to provide an overview of responsibilities, current projects, and answer any questions you may have about your new role. This meeting should take place prior to your first meeting.

ATTACHMENTS

- A. Michelle Shattuck application
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REVIEWED THROUGH:

Anne Heath, City Administrator