



**CITY COUNCIL MEETING
STAFF REPORT**

Meeting Date: January 19, 2023		Subject: City Council Members' Assignments to City Boards and to Intergovernmental Bodies	
		Staff Member: Mark Ottenad, Public/Government Affairs Director	
		Department: Administration	
Action Required		Advisory Board/Commission Recommendation	
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input checked="" type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable Comments: City Council can confirm appointments discussed during work session with a vote in the course of Mayors Business agenda item for City Council meeting.	
Staff Recommendation: N/A			
Recommended Language for Motion: N/A			
Project / Issue Relates To:			
<input type="checkbox"/> Council Goals/Priorities:	<input type="checkbox"/> Adopted Master Plan(s):	<input checked="" type="checkbox"/> Not Applicable	

ISSUE BEFORE COUNCIL:

The City Council appoints Council members to act as:

1. The primary representative and/or secondary alternate representative to represent the City of at various regional intergovernmental bodies; and
2. City Council liaison or representatives to City boards, committees and commissions.

EXECUTIVE SUMMARY:

The City Council has a total of 17 positions to fill for Council members acting as City representative or alternate or liaison:

- 13 positions are needed for regional/state intergovernmental bodies or associations;
- Four (4) positions are needed for local/city liaisons or representatives to City boards and commissions.

The City of Wilsonville is represented by City Council members on various public-sector, intergovernmental boards and committees throughout the region. Most of these bodies require an elected official of the City Council to be appointed as the primary representative and/or the alternate representative for the City of Wilsonville.

Many of these assignments to external leadership bodies are filled for a one- or two-year period at the start of an odd-numbered calendar year after a general election that results in a new council/commission taking office. Traditionally, a Council appointee to any of these boards and committees has remained in a given position for a one- or two-year period.

Members of the City Council, most notably the Mayor by virtue of the position of the office, may serve on boards of nonprofit organizations or associations of mayors or other elected officials. Most frequently these positions of volunteer service on nonprofit boards or committees are *not* appointed by City Council; rather, the Council member is appointed by the association or organization or joins the nonprofit as a member.

Due to Wilsonville's location—within the Metro Urban Growth Boundary (UGB) in two metro-area counties along I-5 and the Willamette River at the foot of the North Willamette Valley as a major 'employment-center' city operating a federally-chartered urban transit system—and strategic interests in economic development, land-use and transportation issues, the City is engaged in a host of regional and statewide intergovernmental organizations and business associations.

Additionally, the bylaws of three City bodies require the appointment of Council members as an ex-officio liaison or Council representatives.

EXPECTED RESULTS:

The City Council discusses and assigns Council members to the various open slots.

TIMELINE:

Acting at the start of the new City Council provides for timely Council representation to various leadership bodies.

CURRENT YEAR BUDGET IMPACTS:

None.

COMMUNITY INVOLVEMENT PROCESS:

Each of these Council member assignments has gone through extensive public process to create the position that Council is filling.

POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:

The Wilsonville community benefits from an active and engaged City Council in both local and regional affairs.

ALTERNATIVES:

N/A

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

1. Overview of Wilsonville City Council Liaison Leadership Roles: Local/City and Regional/State Boards/Committees and Associations/Organizations
This document provides a comprehensive overview on one sheet of all key City/Local and State/Regional bodies for potential Council engagement.
2. WORKSHEET: 2023-24 Wilsonville City Council Representatives to Regional/State Intergovernmental Bodies
This document is a 'fill-in-the-blanks' for City Council assignments to regional bodies.
3. WORKSHEET: 2023-24 Wilsonville City Council Representatives / Liaisons to City Bodies (Board, Committee and Commission)
This document is a 'fill-in-the-blanks' for City Council assignments to City bodies.
4. Summary of Regional/State Intergovernmental Leadership Bodies and Local/City Boards for Council Participation
This document provides more details on each body for potential City Council members' participation.