



ORDINANCE NO. 21-696

AN ORDINANCE OF THE CITY OF WINSTON, OREGON, CITY COUNCIL, AMENDING THE MUNICIPAL CODE ADDING A NEW SUBSECTION 31.110, CREATION OF THE ECONOMIC DEVELOPMENT BOARD, AND ESTABLISHING ITS MEMBERSHIP AND DUTIES.

WHEREAS, Economic Development is paramount to the growth, development and health of the City of Winston; and,

WHEREAS, Economic Development has long been a function of the Winston Chamber of Commerce; and,

WHEREAS, the future of the Winston Chamber of Commerce is not clear; and,

WHEREAS, the City Council has now determined that an Economic Development board is necessary to make recommendations to the City Council on economic and tourism initiatives and activities.

NOW, THEREFORE, THE CITY OF WINSTON, OREGON, CITY COUNCIL HEREBY ORDAINS AS FOLLOWS:

SECTION 1. There is hereby created the Economic Development Board and a new Code subsection 31.110 as outlined below:

- 31.110 Establishment
- 31.111 Membership
- 31.112 Terms
- 31.113 Quorum; rules, regulations, and procedures
- 31.114 Compensation
- 31.115 Powers and duties
- 31.116 Reports
- 31.117 Life of Board

§ 31.110 ESTABLISHMENT.

There is hereby created and established an Economic Development Board.

§ 31.112 MEMBERSHIP.

(A) *Members.* The Board shall consist of six (6) voting members of the community at large and a generally non-voting Chair, also from the community at large, who may vote only in the event of a tie and is selected by the voting members. The Board shall also consist of non-voting ex officio members such as the City Manager and any other individuals as the voting members may direct. A City Councilor shall be selected by the City Council to serve as a non-voting liaison to the Board. All voting members and the Chair shall be appointed by the Mayor with confirmation by the City Council.

(B) *Unexcused absences.* In the event of three consecutive unexcused absences from the regularly scheduled meetings of the City Economic Development Board, the Mayor shall declare that position vacant and may fill the position as per division (A) of this section.

§ 31.113 TERMS.

The initial terms of the members shall be as follows: Chair for two years, beginning with the first meeting in January of even-numbered years; three members for one year; three members for two years. Thereafter, all terms shall be for three years. All terms, except the Chair, shall expire on January 31 of the appropriate year.

§ 31.114 QUORUM; RULES, REGULATIONS AND PROCEDURES.

Four voting members of the Economic Development Board shall constitute a quorum. The Board shall make rules, regulations, and procedures as it deems necessary, but all the rules, regulations and procedures shall be consistent with the laws of the state of Oregon, the City Charter and City Ordinances. The Board shall meet at least once per month on the second Wednesday of the month at 12:00 noon or as otherwise determined by the Board and approved by the Council.

§ 31.115 COMPENSATION.

Members of the Board shall receive no compensation for services rendered but may be reimbursed for any incidental expenditures approved by the Mayor and City Council.

§ 31.116 POWERS AND DUTIES.

(A) In general, the Board shall act in an advisory capacity to the City Council and the City Manager in the in developing and implementing economic and tourism initiatives and activities.

1. To review activities and funding potential from the City's Urban Renewal Agency.
2. Make recommendations on requests from citizens or businesses for tourism grants from the City's Transient Room Tax funds.
3. Track new economic development within the City.
4. Review and make recommendations to City Council on economic development grants.
5. Look for economic development activities to support the business community.
6. Look for economic development opportunities such as potential new businesses.
7. Work with other economic development partner agencies for the betterment of the Douglas County and State of Oregon economic base.

§ 31.117 REPORTS.

The Board shall submit copies of its minutes to the City Council and shall, in June of each year, make and file an annual report of its activities to the City Council; and any other reports as from time to time may be requested of it by the City Council. The format of all reports to City Council shall be made at the discretion of the Economic Development Board.

§ 31.118 LIFE OF BOARD.

The Economic Development Board shall continue in existence as long as directed to do so by the Mayor and City Council.

§ 31.119 RULES AND REGULATIONS.

(To be developed by the Economic Development Board and Approved by the City Council)

SECTION 2. This Ordinance is effective on the 30th day following its adoption.

FIRST READING BY THE CITY OF WINSTON, OREGON, CITY COUNCIL, ON THIS 15TH DAY OF MARCH 2021.

SECOND READING BY THE CITY OF WINSTON, OREGON, CITY COUNCIL ON THIS 5TH DAY OF APRIL 2021.

APPROVED BY THE MAYOR ON THIS 5TH DAY OF APRIL 2021.

David S. Rutter, Mayor

Attest:

Mark D Bauer, City Manager/Recorder