

City Council Workshop

February 10, 2014

Agenda Item #3

Waterfront Advisory
Committee Establishment

The City Council will discuss whether a Waterfront Advisory Committee should be re-established. Staff has found that the City once had a committee that served this role and from what staff can tell the committee disbanded in the late 1990's. I have included Order #79-88/89 which established the Committee on February 6, 1989. The attached document also outlines the Rules and Regulations of the Waterfront Advisory Committee.

Over the last month, Mayor Jalbert and I had the opportunity to meet with Mayor Brennan and City Manager Rees from the City of Portland on a number of mutual items. One topic that came up was the waterfront and whether the two communities should work together in establishing a single committee between the two communities. As both communities share the Fore River and Casco Bay, the concept is one for consideration. How the committee is established and the roles of the committee would be for future dialog between the two communities.


City Manager

SOUTH PORTLAND CITY COUNCIL

POSITION PAPER OF CITY MANAGER

SUBJECT:

ESTABLISHING A WATERFRONT ADVISORY COMMITTEE

POSITION:

As requested by the City Council, I have drafted a charter outlining the duties, responsibilities and and procedures for the Waterfront Advisory Committee. If this order is adopted by the Council on Monday evening, I will develop, along with the Mayor, a list of names for nomination to membership of this Committee.

REQUESTED ACTION:

Council establishment of a Waterfront Advisory Committee.



CITY MANAGER

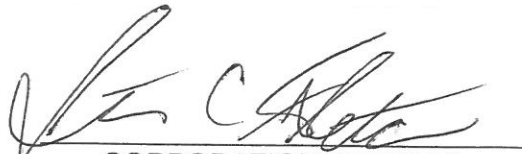
SOUTH PORTLAND CITY COUNCIL
POSITION PAPER OF CORPORATION COUNSEL

SUBJECT:

ORDER #79-88/89 - establishing a Waterfront Advisory
Committee.

POSITION:

This item raises no legal issues.


CORPORATION COUNSEL



CITY OF SOUTH PORTLAND

SHARON B. BENOIT

Mayor

JERRE R. BRYANT

City Manager

LINDA C. COHEN
City Clerk

STEVEN C. FLETCHER
Corporation Counsel

IN CITY COUNCIL

ORDER # 79-88/89

District One

J. MALLON LASHAY

District Two

GARRY N. FERRELL

District Three

JAMES A. SOULE

District Four

ROBERT W. FICKETT

District Five

LINDA B. JOHNSON

At Large

RALPH D. HOWARD

At Large

SHARON B. BENOIT

ORDERED, that a Waterfront Advisory Committee be established for the purpose of advising the City Council on policy matters relating to the South Portland Waterfront.

AND BE IT FURTHER ORDERED, that the duties and procedures of the committee shall be as prescribed in the attached Rules and Regulations.

Dated: February 6, 1989

WATERFRONT ADVISORY COMMITTEE

RULES AND REGULATIONS

1. Purpose: To advise the South Portland City Council on matters of public policy relating to the South Portland Waterfront, including, without limitation:
 - (a) land-use policy;
 - (b) City-owned waterfront property; and
 - (c) city-owned waterfront facilities.

2. Membership: Seven (7) members, nominated by the Mayor and confirmed by the City Council. The membership shall include, where possible, persons knowledgeable or experienced in the following areas:
 - (a) marina facilities;
 - (b) marine services;
 - (c) oil terminals;
 - (d) commercial fishing; and
 - (e) U. S. Coast Guard.

3. Terms: The terms of the members of the Waterfront Advisory Board shall be three (3) years except that initial appointments shall be such that the terms of no more than three (3) members shall expire in any single year.

4. Officers: The members shall annually elect from their membership, a Chairperson, and a Vice-Chairperson who shall also serve as recording secretary.

5. Meetings: All meetings shall be open to the public. Seven (7) days advance notice of each meeting shall be delivered to the South Portland City Clerk. Such notice shall state the date, time and place of the meeting and shall include an agenda, if any.

6. Records: Minutes shall be kept of all meetings with a copy filed with the City Clerk. Communications shall be submitted to the City Council in writing or may be presented through oral testimony at a formal City Council meeting. An annual report of the Committee's activities shall be submitted to the City Council in January of each year.

7. Other: The Committee may establish additional rules of procedure provided they do not conflict with City Ordinance or State Statute.