
MEMORANDUM**CITY OF SPRINGFIELD**

DATE OF WORK SESSION: March 18th, 2008**TO:** Committee for Citizen Involvement (CCI)**TRANSMITTAL
MEMORANDUM****FROM:** David Reesor, Planner III *DR JP***SUBJECT:** Update to CIBL Stakeholder & Technical Advisory Committee lists

ISSUE: Staff is in the process of recruiting members to serve on the Stakeholder Committee and Technical Advisory Committee, and will provide an update to the Committee for Citizen Involvement (CCI) on the specific names received to-date. If enough names are gathered by the work session date, Staff requests that the CCI approve the list as presented. If there are more applicants than positions available, staff requests that the CCI begin consideration of the candidates, and set a date for interviews if deemed necessary. If any remaining positions are yet to be filled, Staff requests that the CCI begin initial review of the names received to-date while Staff continues the recruitment effort.

DISCUSSION: During the January 15th, 2008 work session, the Committee for Citizen Involvement (CCI) reviewed and approved (with minor modifications) the Citizen Involvement Plan for the Commercial / Industrial Buildable Lands (CIBL) Study and Goal 14 Analysis Project, which included a list of diverse membership categories for the Stakeholder Committee and the Technical Advisory Committee. Staff has been in the process of contacting various businesses, agencies, etc. throughout Springfield to provide representatives to these Committees. In addition, Staff advertised for the two citizen at-large positions by sending a media advisory notice to the Register Guard on February 26th, 2008. The closing date for the two advertised citizen at-large positions is scheduled for March 14th, 2008.

Staff will present the names gathered to-date for the Stakeholder and Technical Advisory Committees at the March 18th, 2008 work session. Depending on the response rate, Staff will request either approval of a complete list; further review and set a date for interviews if deemed necessary; or continue recruitment process to fill any remaining vacancies. Handouts listing potential Committee members will be given at the work session.

The purpose of the Stakeholder Committee will be to provide ongoing guidance of key assumptions and review of information made throughout the process. The Technical Advisory Committee will provide feedback on technical issues related to the project; including, but not limited to new and existing infrastructure; economic growth trends, etc.

RECOMMENDATION: Staff recommends the CCI appoint individual CIBL Stakeholder Committee and Technical Advisory Committee members based upon responses received as of the date of this work session.

ACTION REQUESTED: Depending on recruitment results as of the date of the work session, Staff requests one of the following actions: (1) approve the completed list (2) begin consideration of the candidates, and set a date for interviews if deemed necessary (3) begin initial review of the names received to-date while Staff continues the recruitment effort.

ATTACHMENTS:

No attachments included.