

ORDINANCE NO. 994-A

Introduced by Commissioner Leslie Newton

An Ordinance Amending Ordinance No. 962-A, by Revising the Warrenton Business Association Bylaws to Allow Seven to Nine Members on the Board of Directors,
and
Declaring an Emergency

WHEREAS, the Warrenton City Commission established the Business License Use Advisory Committee on June 21, 1989; and

WHEREAS, the Business License Use Advisory Committee was renamed to the Warrenton Business Association and bylaw revisions were made by Ordinance No. 962-A on May 1, 1996, limiting the Board of Directors Membership to seven; and

WHEREAS, there is a need to again review and revise the bylaws to increase the allowable number of members to serve on the Board of Directors; and


WHEREAS, the revisions were approved by the Warrenton City Commission at its January 7, 1998, meeting, and are attached hereto as Exhibit A.

NOW THEREFORE, be it resolved that Warrenton City Commission amends Ordinance No. 962-A, and adopts the bylaws as revised and hereto attached as Exhibit A of this ordinance.

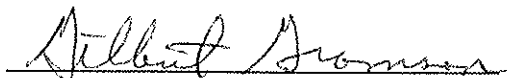
Section 1: Emergency Declaration; The City Commission of the City of Warrenton declares that an emergency exists. The passage of this ordinance will allow the Warrenton Business Association to properly function. Therefore, this Ordinance shall be in force and effect from and after its passage by the Warrenton City Commission.

PASSED by the City Commission of the City of Warrenton, this 7th day of January, 1998.

APPROVED by the Mayor of the City of Warrenton, Oregon, this 7th day of January, 1998.


Barbara Balensifer, Mayor

ATTEST:


Gilbert G. Gramson
City Manager/Auditor

WARRENTON BUSINESS ASSOCIATION

BYLAWS

Article I

NAME

This Association, being duly and officially established by the City of Warrenton commission, shall be known as the Warrenton Business Association, herein after referred to as "The WBA".

Article II

GOAL

Pursuant to the following bylaws, the Warrenton Business Association is charged with the task of bringing together the economic interest groups of the City of Warrenton in a way that promotes a shared vision and stimulates economic thinking, unifies planning efforts, promotes the Warrenton Business Community, fairly represents all businesses; promotes livability, business interaction, and goodwill.

Article III

FUNCTION OF THE ASSOCIATION

Provide a forum that stimulates economic thinking and communication aimed at the development of plans and projects that promote a shared vision of Warrenton.

Provide centralized direction for economic planning in Warrenton including the following:

1. Develop and promote policies which effect economic development for the City of Warrenton.
2. Participate in programs and activities which will enable the Warrenton Business Community to obtain the desired level of economic growth.
3. Provide recommendations for the allocation of business license funds to the City Commission for approval. Provide a centralized system of support for economic development projects requiring citywide and county-wide support and involvement.

4. Provide fair representation of all businesses in the City of Warrenton.
5. Recognition that the WBA and the Chamber of Commerce are two separate entities, and that the WBA will work cooperatively with the Chamber of Commerce in order to avoid a duplication in services and activities.

Article IV

MEMBERSHIP

Section 1. Any business that purchases a City Business License to do business within the City of Warrenton, is a member of the City of Warrenton Business Association.

Article V

MEMBERSHIP MEETINGS

Section 1: The Board of Directors shall meet monthly on the first Tuesday of each month at 7:00 p.m.

Section 2: Members of the Board of Directors shall be given five (5) days advance notice for regular or special meetings.

Article VI

BOARD OF DIRECTORS

Section 1. The Board of Directors shall consist of seven (7) to (9) nine WBA members. Board of Directors membership shall exclude any members of the Warrenton City Commission.

Section 2. Each company, firm, association, and/or business shall be entitled to cast one vote for each business license.

Article VII

Section 1. - Conditions: The Officers of the Warrenton Business Association shall consist of the Chairman, Secretary, and Treasurer. The Office of Treasurer may not be held by the Chairman.

Section 2. - Chairman: The Chairman shall preside at all Association meetings. The Chairman shall enforce the Bylaws of the "The WBA" and provide general supervision and leadership. The Chairman shall work with the City Staff to provide "WBA" members with any

necessary interpretation of City policy, rules, regulations, and requirements, regarding the "The WBA".

Section 3 - Secretary: The Secretary shall keep the minutes of all general membership meetings of "The WBA" responsible for all correspondence as directed by the Chairman and for membership records, and notification to members of all meetings, and their time and place. All records of the "The WBA" shall be maintained by, and on file at the City of Warrenton. The Secretary shall work with City Staff to address those policy issues associated with the intent of the Ordinance establishing "The WBA."

Section 4 - Treasurer: The Treasurer shall be responsible for reviewing the content of monthly and annual financial statements and their presentation to the Board of Directors. The Treasurer shall also be responsible for co-approval, with the Chairman, of all expenditures related to "The WBA's" budget. The financial statement and/or accounts, or financial records of the Treasurer may be reviewed by the Board of Directors at its request. The Treasurer shall work with City Staff to provide "WBA" members with rules, regulations, and requirements related to the overall financial management and the expenditure of funds by "WBA" members.

Section 5. In the absence of the Chairman, the officers shall preside in the order previously listed.

Article VII

Section 1. All members of the Board of Directors shall serve a term of three (3) years. Any member of the WBA may apply for re-appointment to the Association.

Section 2. The Board of Directors shall have the power to fill board positions that have been vacated by submitting nominations for approval to the Warrenton City Commission. It shall be the duty of members of the Board of Directors to orientate new members to the role and responsibilities of the Board of Directors.

Section 3. The Board of Directors shall consist of seven (7) to (9) members.

Section 4. All members of the board appointed shall serve a term of three (3) years, with the term of at least two (2) board members expiring each year.

Article IX

BUDGET

Section 1: The Warrenton City Commission shall exercise it's role to oversee the legitimate expenditure of public monies in accordance with public budget law under the ORS statutes. All

transactions of the Board of Directors shall be submitted to the City Commission for approval prior to the expenditure of funds.

The Chairman and the Treasurer shall be authorized to approve the submission of billings incurred as a result of activities that have been previously budgeted and approved by the City, for payment.

The Chairman and Treasurer shall also be responsible for the liaison function between the Association's Board of Directors, the City Commission and City Staff in the presentation of financial statements and requests for payment of billings associated with the Association's functions and activities. The Board shall submit an annual budget to the City Budget committee. The Budget shall be based on an operation year of July 1 to June 30. Supplemental budgets or budget amendments may be submitted by Board of Directors for approval, at such times as needed, in so far as they do not exceed the total appropriation.

All financial records of "The WBA" shall be maintained at the office of the City of Warrenton.

Section 2. - Committees: Committees appointed by the Board of Directors to conduct special activities of the WBA shall be responsible for budgeting, planning, promoting, and carrying out all activities required to produce and direct the activity. Committees shall submit to the Treasurer a detailed budget prior to disbursements of funds and provide receipts of all expenditures. The Treasurer shall submit the committee budget to the City for its approval prior to expenditure of funds.

Article X

QUORUM

Section 4. Four of the Directors present, and in good standing shall constitute a quorum for the transaction of business at any meeting.

Article XII

COPYRIGHTS

Section 1: Whenever The WBA, or any committee thereof, purchases or otherwise acquires art work or other copyrighted material, such art work or material shall become the sole property of The WBA and the City of Warrenton, by copyright whenever applicable, to use and dispose of at its own discretion or that of the committee.

Article XIII

REVISED 1/98

Section 1. All questions of parliamentary procedure shall be determined according to the latest version of Roberts' Rules of Order.

Article XIV

AMENDMENTS

Section 1. The Directors, by a majority vote of those attending any meeting, called for that purpose, may alter, amend, add to or repeal these Bylaws; provided that notice of the proposed change shall have been mailed not less than five days prior to the meeting. All changes, amendments, or additions to the Bylaws must be approved by the Warrenton City Commission.

Section 2. These Bylaws, when adopted, shall supersede and annual all previous Constitutions, and Bylaws and such previous instruments shall have not further force and effect.

Article XV

SAVINGS CLAUSE

Section 1. The WBA hereby declares that it has adopted these Bylaws and each section, sub-section, sentence, clause, phrase or portion thereof, irrespective of the fact that any one or more section, sub-section, phrases, clauses, or portions be or be declared to be, invalid, unenforceable or unconstitutional; and if an section, sub-section, sentence, clause, phrase or portions of this ordinance is, for any reason, held to be invalid, unenforceable or unconstitutional by any court, such decision shall not affect the validity of the remaining portions of this ordinance.

Approved by the Warrenton City Commission on January 7, 1998.