

BEFORE THE COLUMBIA GATEWAY URBAN RENEWAL AGENCY

CITY OF THE DALLES, OREGON

1

2	In the Matter of)	
3	Approving and Adopting)	RESOLUTION
4	By-Laws)	NO. 91-001

5 **WHEREAS**, the City Council of the City of The Dalles, Oregon,
6 and five (5) appointed City residents, pursuant to the provisions
7 of Chapter 457 of the Oregon Revised Statutes, and City Ordinance
8 No. 90-1106, are the duly appointed Urban Renewal Agency of the
9 City of The Dalles, Oregon.

10 **WHEREAS**, the Agency wishes to adopt a set of by-laws to
11 govern the conduct and business of the Agency.

12 **NOW, THEREFORE**, the Columbia Gateway Urban Renewal Agency of
13 the City of The Dalles does resolve as follows:

ARTICLE I - AUTHORITY

14 Section 1. Name: The name of the Agency shall be the
15 Columbia Gateway Urban Renewal Agency of the City of The Dalles,
16 Oregon, hereinafter referred to as "Agency".

17 Section 2. Office: The office of the Agency shall be the
18 Office of Community and Economic Development, City Hall, City of
19 The Dalles, Oregon.

20 Section 3. Power and Duties of the Agency: The powers
21 and duties of the Agency shall be as provided by Chapter 457 of
22 the Oregon Revised Statutes, The Dalles City Charter, and as
23 authorized by the City Council of The Dalles in accordance with
24

1 Ordinance No. 90-1106, adopted by The Dalles City Council on
2 April 23, 1990. .

3 **ARTICLE II - AGENCY**

4 Section 1. Agency Membership: The Agency membership
5 shall consist of eleven (11) members, including the five (5)
6 elected members of The Dalles City Council and the mayor plus
7 five (5) non-council residents of the City of The Dalles.
8 Pursuant to ORS 457.035, the Agency is " ... a public body,
9 corporate and politic ...".

10 Section 2. Agency Terms: The term of office of each
11 Agency member shall be as follows:

12 (a) The terms of the five (5) members of The Dalles City
13 Council and the Mayor, shall be concurrent with each
14 member's term of office as a member of the City
15 Council;

16 (b) The non-council/non-mayor positions shall be numbered
17 and terms of office shall be four (4) years. The terms
18 of office of the five (5) appointed residents may, at
19 the discretion of the City Council, be extended to a
20 second term of four (4) years. Upon such member
21 completing his or her appointed term(s) the City
22 Council of The Dalles shall appoint a replacement
23 member. Members may be reappointed at the discretion
24 of the City Council. Provided, however, that a prior

1 member, whose term(s) has expired, may also be
2 considered for such replacement membership.

3 **ARTICLE III - OFFICERS**

4 Section 1. Officers: The officers of the Agency shall be
5 chair, vice chair, and any other officer whom the Agency deems
6 necessary.

7 Section 2. Chair: The Chair shall be elected by the
8 Agency members and shall preside at all meetings of the Agency.
9 Except as otherwise authorized by resolution of the Agency, the
10 Chair shall sign all contracts, deeds and other instruments made
11 by the Agency. At each Agency meeting, the Chair shall submit
12 such information and recommendations as the Chair may consider
13 proper concerning the business, affairs and policies of the
14 Agency.

15 Section 3. Vice Chair: The Vice Chair shall be elected
16 by the Agency and shall perform the duties of the Chair in the
17 absence or incapacity of the Chair; and in case of resignation or
18 death of the Chair, the Vice Chair shall perform such duties as
19 are imposed on the Chair until such time as the Agency shall
20 elect a new Chair.

21 Section 4. Additional Duties: The officers of the Agency
22 shall perform such other duties and functions as may from time to
23 time be required by the Agency or by the by-laws or rules and
24 regulations of the Agency.

1 Section 5. Election or Appointment: The officers of the
2 Agency shall be elected annually by the Agency from among the
3 Agency members at the first regular meeting of the Agency in
4 January of each year, and shall hold office for one (1) year or
5 until their successors are elected and qualified. Provided,
6 however, that the interim officers initially elected shall hold
7 office until the first regular meeting of the Agency in 1992, or
8 until their successors are elected and qualified.

9 Section 6. Vacancies: Should the offices of the Chair,
10 or Vice Chair or other Agency office become vacant, the Agency
11 shall elect a successor from its Agency members at the next
12 regular meeting and such election shall be for the unexpired term
13 of such office. Should any other member's term be vacated for
14 any reason, The Dalles City Council shall appoint a replacement
15 member for the unexpired term of such vacated position. The
16 replacement member shall be a resident of the City of The Dalles.

17 Section 7. Removal: The Chair, or any other officer may
18 be removed from that office at any time by a vote of a majority
19 of the entire Agency.

20 Section 8. Personnel: The Agency may create such posi-
21 tions and appoint such personnel as it may from time to time find
22 necessary or convenient to perform its duties and obligations at
23 such compensation as may be established by the Agency. Such
24 appointments shall continue at the pleasure of the Agency or
25 until resignation. The Agency may contract with the City of The

1 Dalles for the services of City personnel at such terms and
2 conditions as the Agency and the City Council may agree.

3 **ARTICLE IV - MEETINGS**

4 Section 1. Regular Meetings: Regular meetings shall be
5 held each month at such time and place as may from time to time
6 be determined by resolution of the Agency in conformance with
7 Oregon Public Meetings Law. A regular meeting may be continued,
8 postponed, cancelled or adjourned to a later date by a vote of
9 the majority of the Agency members present and voting, and notice
10 of such adjourned meeting shall be given to all Agency members.

11 Section 2. Special Meetings: The Chair may, when the
12 Chair deems it expedient, and shall, upon the written request of
13 five (5) Agency members, call a special meeting of the Agency to
14 be held at the regular meeting place, unless otherwise specified
15 in the call, for the purpose of transacting any business desig-
16 nated. Notice shall be given to the public in accordance with
17 the Oregon Public Meetings Law. Members shall be notified by
18 telephone at least twenty-four (24) hours before a special
19 meeting. A reasonable attempt to reach the member is sufficient
20 notice, even if actual contact is not made. Presence of any
21 Agency member at any meeting shall be deemed to be a waiver of
22 notice of such meeting. Special meetings may also be held at any
23 time by the unanimous consent of all Agency members.

24 Section 3. Quorum: A majority of the incumbent members
25 of the Agency shall constitute a quorum for the purpose of

1 conducting its business and exercising its powers and for all
2 other purposes. Six concurring votes shall be necessary to
3 decide any question before the Agency.

4 Section 4. Manner of Voting: The voting shall be by roll
5 call, and the ayes and nays and Agency members abstaining shall
6 be entered upon the minutes of such meeting. The reasons for any
7 abstention shall be relected in the minutes.

8 Section 5. Resolutions: All resolutions shall be in
9 writing.

10 Section 6. Roberts' Rules: All rules of order not herein
11 provided for shall be determined in accordance with "Roberts'
12 Rules of Order - Newly Revised".

13 Section 7. Open Meetings: All meetings shall be open to
14 the public, except that any portion of a meeting may be held in
15 Executive Session if such session is in conformance with the
16 Oregon Public Meetings Law.

17 ARTICLE V - PROCEDURES

18 Section 1. Standing or Special Committees: The esta-
19 blishment of committees shall be by vote of the Agency. The
20 Agency by vote may refer items to standing or special committees
21 for report and recommendation. All committee members shall be
22 appointed by the Chair, subject to approval by the Agency. The
23 committee member first named shall act as Chair thereof. All
24 committees need not be restricted to Agency members.

1 Section 2. Authorization of Expenditures: Authorization
2 and approval of the expenditures of money may be made only at a
3 regular meeting or at a special meeting called for that purpose.
4 Provided, that no authorization or approval of expenditures of
5 money may be made at a special meeting unless all Agency members
6 have been advised in advance of said meeting that such autho-
7 rizing action is intended to be taken or considered.

8 **ARTICLE VI - FINANCIAL**

9 Section 1. Custody of Funds: The Finance Director of the
10 City of The Dalles shall be the ex officio custodian of the funds
11 of the Agency. Such funds shall be kept separate from the funds
12 of the City. Investment and disbursement of Agency funds shall
13 follow the regular investment and disbursement procedures of the
14 City of The Dalles by the City Council. Upon approval of an
15 Agency Budget prepared in accordance with Oregon Budget Laws, an
16 Agency General Fund will be established. Other funds shall be
17 established as needed by resolution of the Agency in accordance
18 with Oregon State Law.

19 Section 2. Budget: Budget procedures followed for funds
20 of the City of The Dalles shall also be substantially followed
21 for the fund or funds of the Agency. The Budget Committee which
22 reviews the budget of the Agency shall consist of twenty-two (22)
23 members, the eleven (11) Agency members, both elected and
24 appointed, plus eleven (11) members appointed by the Agency from
25 residents of the City of The Dalles.

1 Section 3. Audit: An annual audit of the fund or funds
2 of the Agency shall be performed by the auditor of the City of
3 The Dalles using the same procedures as are used for funds of the
4 City.

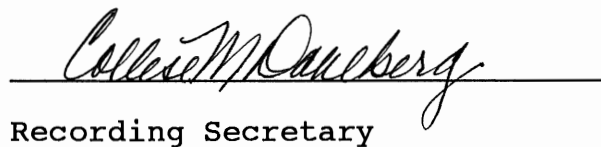
5 **ARTICLE VII - AMENDMENTS**

6 Amendments to By-Laws: The by-laws of the Agency shall be
7 amended only with the approval of at least six (6) of the Agency
8 members at a regular or special meeting, but no such amendment
9 shall be adopted unless at least five (5) days written notice
10 thereof has been previously given to all of the Agency Members.

11 **PASSED AND ADOPTED this** 5th **day of** February **1991**

12 
13 _____
Chair

14 **ATTEST:**

15 
16 _____
Recording Secretary