

**CITY OF NEWBERG CITY COUNCIL
ORIENTATION MEETING MINUTES
DECEMBER 19, 2006
6:00 P.M.
CITY HALL - 2ND FLOOR CONFERENCE ROOM**

I. CALL MEETING TO ORDER

Mayor Andrews called the meeting to order.

II. ROLL CALL

Members

Present:	President Bob Andrews	Mike Boyes	Roger Currier
	Bob Larson	Jeff Palmer	Robert Soppe
	Bart Rierson		

Staff

Present:	Jim Bennett, City Manager
	Terrence Mahr, City Attorney
	Norma Alley, Deputy City Recorder

III. GENERAL DISCUSSION

Jim Bennett stated this meeting is intended to provide an orientation to the new councilors and to open dialog on new ideas. He explained the city manager's role as the chief administrative officer of the organization, having oversight of the day to day workings, providing advice to council and staff, and ensuring policies are being followed.

Terry Mahr explained the city attorney's role is to give legal opinions and be available for ethic questions. The position does not make policy suggestions. He is head of the legal department and the prosecutor for the municipal court.

President Andrews suggested adding an item called Council Business to the agenda for council meetings. This would be for the councilors to bring up items they would like to discuss or see follow-up on.

Councilor Rierson suggested a list of City projects be created for council to review at each meeting. Discussion commenced on the process for reporting projects to council.

Norma Alley explained the recorder's role as clerk of the council, keeper of the City record, and historian for the City.

Mayor Andrews explained the purpose for Council work sessions and quarterly study sessions.

IV. ADJOURNMENT

The meeting adjourned at 8:28 p.m.