



**CITY COUNCIL
COUNCIL RULES SUBCOMMITTEE MINUTES
JANUARY 24, 2018, 5:00 PM
NEWBERG CITY HALL · 414 E. First Street
Permit Center Conference Room**

I. CALL MEETING TO ORDER

Chair Patrick Johnson called the meeting to order at 5:00 p.m.

II. ROLL CALL

Members Present: Bob Andrews, Mayor Patrick Johnson, Chair Scott Essin, Councilor

Staff Present: Truman Stone, City Attorney DawnKaren Bevill, Administrative Assistant

III. REVIEW LOC MODEL RULES

The subcommittee compared Newberg Council Rules to Chapter One of League of Oregon Cities Model Rules.

Topics discussed included using the most recent published addition of Robert's Rules of Order; vacancies in office not counting towards determining a quorum; council meetings may not be held outside the City limits; deadline for submitting electronic materials to the City Recorder; and limiting councilor's comments to five minutes. The Subcommittee reviewed the presiding officer when both the mayor and the president of the council are absent from a meeting; and administrative, legislative and quasi-judicial public hearings discussed in detail. They agreed to reverse Exhibit 1 & 2 of Council Rules with Administrative Hearing as Exhibit 1.

IV. NEXT MEETING: Wednesday, February 7, 2018

V. ADJOURNMENT

Chair Johnson Adjourned the meeting at 6:28 p.m.

Approved by the City Council – Council Rules Subcommittee this 10th day of January, 2018.


Patrick Johnson, Chair


DawnKaren Bevill, Administrative Assistant