GARIBALDI URBAN RENEWAL AGENCY RESOLUTION NO. 2007-03

A RESOLUTION AMENDING GURA BY-LAWS TO ADD THE OFFICES OF TREASURER AND TREASURER PRO-TEM, TO ADD THE PERSONNEL POSITION OF FINANCE OFFICER, TO FURTHER DEFINE REMOVAL, TO REDEFINE THE ORDER OF BUSINESS, TO ALLOW POLICIES FOR THE PAYMENT OF BILLS, TO ESTABLISH THE GURA CONTRACT REVIEW BOARD, TO ADD FREEHOLDER POSITIONS TO THE BUDGET COMMITTEE, AND TO RENUMBER THE CODE TO REFLECT THESE CHANGES.

WHEREAS, the Garibaldi Urban Renewal Agency ("GURA") first adopted by-laws to govern the conduct and business of the Agency through GURA Resolution No. 2006-01; and

WHEREAS, the Agency needs to amend the By-Laws by resolution to allow for the offices of Treasurer and Treasurer Pro-Tem, to allow the position of Finance Officer, to allow policies for the payment of bills, to add freeholder positions to the budget committee, to further define removal from GURA, to redefine the order of business, and to establish a GURA contract review board; NOW THEREFORE

THE GARIBALDI URBAN RENEWAL AGENCY RESOLVES AS FOLLOWS:

Section 1. Article III, Section 7 ("Officers") is amended to add Treasurer and Treasurer Pro-Tem to the list of officers.

Section 2. Article III is amended to add the following sections defining the roles of Treasurer and Treasurer Pro-Tem.

"Treasurer: The GURA Chair shall be the GURA Treasurer. The GURA Treasurer shall be authorized to sign checks and other financial drafts on behalf of GURA and to implement duties as otherwise defined by resolution."

"Treasurer Pro-Tem: The GURA Vice Chair shall be the GURA Treasurer Pro-Tem and shall perform the duties of the Treasurer in the absence or incapacity of the Treasurer."

Section 3. Article III, Section 13 ("Personnel") is amended to add the following position of Finance Officer…

"Section 13. Personnel: (A)The Agency's Administrator shall be the Garibaldi City Administrator. The Administrator shall keep the records of the Agency, record all votes, keep a record of the proceedings of the Agency, and perform all duties incident to the office and other duties and functions as may from time to time be required by the Agency, by-laws or rules and regulations of the Agency. (B) The Agency's Finance Officer shall be the City's Finance Officer and be responsible for the bookkeeping and financial record keeping of Agency as directed by the Administrator. (C) The Agency may create additional positions and appoint such personnel, including Legal Counsel, as it may from time to time find necessary or convenient to perform its duties and obligations at such compensation as may be established by the Agency, which appointments shall continue at the pleasure of the Agency or until resignation."

Section 4. Article III, Section 14 ("Removal") is amended to add the following provisions for replacing the Chair and Vice Chair and for identifying times when a agency position should be declared vacant…

"Section 14. Removal: (A) The Chair and Vice Chair may be replaced from those positions at any time by a vote of a majority of the entire Agency. (B) Members may be removed from GURA if he/she is unable to qualify as a member as prescribed in Section 5, "Qualifications", fails to perform his/her duties by missing three consecutive regular GURA meetings, resigns, or dies."

Section 5. Article IV, Section 19 is amended to more effectively organize meetings …

"Section 19. Order of Business: At the regular meetings of the Agency, the following shall be substantially the order of business: (a) call to order, (b) public comment, (c) approval of the minutes, (d) old business, (e) new business, (f) other items, and (g) adjournment."

Section 6. Article V, Section 24 ("Authorization of Expenditures") is amended to add further policies for the payment of bills…

"Section 24. Authorization of Expenditures: Authorization and approval of the expenditures of money may be made only at a regular meeting or at a special meeting called for that purpose. Provided, that no authorization or approval of expenditures of money may be made at a special meeting unless all Agency members of the Agency have been advised in advance of said meeting that such authorizing action is intended to be taken or considered. Additional policies for the payment of bills may be developed by resolution."

Section 7. Article V is amended to add the following section defining GURA as its contract review board …

"Local Contract Review: GURA shall act as the Local Contract Review Board when approving public contracts in excess of $25,000. GURA shall follow the policies and procedures of Garibaldi Municipal Code 3.10 ("Public Contracts") unless otherwise provided for by GURA by-laws or resolutions."

Section 8. Article VI, Section 26 ("Budget") is amended to add the state requirements for freeholder positions…

"Section 26. Budget: Budget procedures shall be in compliance with state budget laws. The committee that reviews the budget of the Agency shall consist of the Agency board plus nine freeholder positions that are residents of the City of Garibaldi. GURA shall make every attempt to appoint freeholder positions, but a lack of willing freeholders shall not keep GURA from proceeding with state budget procedures."

Section 9. The GURA by-laws shall be renumbered to most efficiently codify these new or amended sections.

2 – A RESOLUTION AMENDING GURA BY-LAWS TO ADD THE OFFICES OF TREASURER AND TREASURER PRO-TEM, TO ADD THE PERSONNEL POSITION OF FINANCE OFFICER, TO FURTHER DEFINE REMOVAL, TO REDEFINE THE ORDER OF BUSINESS, TO ALLOW POLICIES FOR THE PAYMENT OF BILLS, TO ESTABLISH THE GURA CONTRACT REVIEW BOARD, TO ADD FREEHOLDER POSITIONS TO THE BUDGET COMMITTEE, AND TO RENUMBER THE CODE TO REFLECT THESE CHANGES.

Section 10. This Resolution shall be in effect from and after its adoption by the Garibaldi Urban Renewal Agency.

ADOPTED AND APPROVED BY THE GARIBALDI URBAN RENEWAL AGENCY, this 20th day of August, 2007.

Carolee North, GURA Vice Chair

ATTEST:

Kevin M. Greenwood, Administrator

3 – A RESOLUTION AMENDING GURA BY-LAWS TO ADD THE OFFICES OF TREASURER AND TREASURER PRO-TEM, TO ADD THE PERSONNEL POSITION OF FINANCE OFFICER, TO FURTHER DEFINE REMOVAL, TO REDEFINE THE ORDER OF BUSINESS, TO ALLOW POLICIES FOR THE PAYMENT OF BILLS, TO ESTABLISH THE GURA CONTRACT REVIEW BOARD, TO ADD FREEHOLDER POSITIONS TO THE BUDGET COMMITTEE, AND TO RENUMBER THE CODE TO REFLECT THESE CHANGES.