



CITY OF SALEM

585 Liberty St SE
Salem, OR 97301

Staff Report

File #: 18-409

Version: 1

Date: 9/10/2018

Item #: 4.2a.

TO: Urban Renewal Agency Board

THROUGH: Steve Powers, Executive Director

FROM: Dan Atchison, City Attorney

SUBJECT:

Resolution 18-11 URA, Amending URA Rules for Order of Business at URA meetings.

Ward(s): All Wards

Board Member(s): All Members

Neighborhood(s): All Neighborhoods

ISSUE:

Shall the Agency Board adopt Resolution 18-11 URA to change the order of business at URA meetings?

RECOMMENDATION:

Adopt Resolution 18-11 URA to change the order of business at URA meetings.

SUMMARY AND BACKGROUND:

The Urban Renewal Agency Board has adopted Rules that govern meetings. Rule 12 governs the Order of Business for meetings. The sequence of events set forth in Rule 12 is different than the sequence established in Council Rules. This occasionally causes confusion. The proposed change to Rule 12 will align the order of business of URA meetings with Council meetings.

FACTS AND FINDINGS:

Resolution 18-11 URA amends URA Rule 12 as follows:

Rule 12: Order of Business. The order of business for each regular meeting shall be as follows:

- (1) Opening Exercises (includes call to order, roll call, pledge of allegiance, announcements, **ceremonial presentations, and reports from boards, commissions, or committees**)
- (2) **Reports of Boards, Commissions and Committees**

- (32) Public Comment
- (43) Consent Calendar (includes approval of minutes, adoption of routine resolutions and items of business requiring Board action)
- (54) **Public Hearings (includes deliberations, and deliberations from hearings held over from previous meetings)**
- (65) Special Orders of Business (includes consideration of items deferred from the consent calendar, unfinished business from a previous meeting, and any action item which requires a selection among options, consideration of matters of special importance to the Board, **new business**, and management reports)
- (76) **Public Hearings (includes deliberations, and deliberations from hearings held over from previous meetings)**Information Reports (items that require no Board action)
- (8) **New Business**
- (9) **Adjourn** (Amended by Resolution No. 03-13 URA and 09-2 URA)

Dan Atchison
City Attorney

Attachments:

1. Resolution 18-11 URA