

ORDINANCE NO. 51

AN ORDINANCE CREATING AN MSD MANAGEMENT COMMITTEE TO OVERSEE AND COORDINATE ACTIONS OF THE ADMINISTRATIVE, SOLID WASTE AND ZOO DIVISIONS, DEFINING ITS FUNCTIONS AND DUTIES, AND PRESCRIBING PROCEDURES

PUBLIC HEARINGS

MAY 27, 1977 AND JUNE 10, 1977

ADOPTED

JUNE 10, 1977

MODIFICATIONS

METROPOLITAN SERVICE DISTRICT

ORDINANCE NO. 51

An ordinance creating an MSD Management Committee to oversee and coordinate actions of the Administrative, Solid Waste and Zoo Divisions, defining its functions and duties, and prescribing procedures.

METROPOLITAN SERVICE DISTRICT
BOARD ACTION

NO. 77-844 DATE 6-10-77

	YES	NO	ABST.
BARTELS	/		
GORDON	/		
McCREADY	/		
ROBNETT	/		
SALQUIST	/		
SCHUMACHER	/		
MILLER, CHAIRMAN	/		

Frank M. [Signature]
Clerk of the Board

O R D I N A N C E N O. 51

The Metropolitan Service District ordains the following:

SECTION 1. Definitions.

Unless otherwise required by context, as used in this ordinance:

A. BOARD. Board means the Board of Directors of the Metropolitan Service District.

B. MSD. MSD means the Metropolitan Service District, a municipal corporation established and existing under the laws of the State of Oregon, ORS Chapter 268.

C. DIRECTOR. Director means the Director of an operating division of the MSD.

SECTION 2. Membership.

A. The Chairman shall appoint a committee consisting of three of its members to be known as the MSD Management Committee. Each committee member shall serve a term of one year and may be reappointed.

B. A committee member shall be removed from the MSD Management Committee after more than two unexcused absences from meetings of the committee. An "unexcused absence" shall be determined by the Chairman of the MSD Management Committee. Upon removal of a committee member, the Board shall elect a successor to serve the balance of the unexpired term.

SECTION 3. Purpose.

The purpose of the MSD Management Committee is to oversee and coordinate actions of the Administrative, Solid Waste and Zoo Divisions.

SECTION 4. Functions and Duties.

The MSD Management Committee shall have the following functions and duties:

A. Make recommendations to the Board regarding the responsibilities of the Administrative Division.

B. Review monthly accounting reports.

- C. May approve bi-weekly expenditures previously budgeted by the Board.
- D. Coordinate operating division management problems and make recommendations on corrective actions.
- E. Review administrative procedures and recommend development of new procedures.
- F. Review organizational structures and recommend improvements.
- G. Review and monitor all personnel problems.
- H. Refer policy matters to the Board.
- I. Make reports to the Board as necessary.

SECTION 5. Procedure.

- A. The affirmative vote of two members of the MSD Management Committee is required for any action.
- B. The MSD Management Committee may meet at the request of any committee member or of any division Director.
- C. The MSD clerk will keep records of any action taken by the MSD Management Committee.
- D. Emergency issues may be handled by a telephone vote, subject to Section 5(C).

SECTION 6. Limitations.

All legislative and policy matters are the responsibility of the Board.

METROPOLITAN SERVICE DISTRICT


Chairman