

BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF AMENDING METRO)	ORDINANCE NO. 91-378A
CODE CHAPTER 2.02,)	
SECTION 2.02.040(e), RELATING TO)	Introduced by Rena Cusma,
CONFIRMATION BY COUNCIL OF CERTAIN)	Executive Officer
APPOINTMENTS TO FILL POSITIONS.)	

THE COUNCIL OF THE METROPOLITAN SERVICE DISTRICT HEREBY ORDAINS:

Section 1. The Council of the Metropolitan Service District has acted to approve the creation of the positions of Director of Finance & Management Information, and Director of Regional Facilities, and the amendment to the Pay Plan for non-represented employees to include these two new classifications.

Section 2. Concurrent with the creation of the two new classifications, the Council has acted to abolish the classification of Director of Finance & Administration, and to remove this classification from the Pay Plan.

Section 3. Metro Code Section 2.02.040(e) specifies that appointment or promotion of persons to fill certain positions, including all department directors, must be confirmed by a majority of the Council.

Section 4. As a result of the actions described in Sections 1 and 2 above, the new positions of Director of Finance & Management Information, and Director of Regional Facilities, should be added to the list of positions requiring Council

confirmation, and the position of Director of Finance & Administration should be deleted.

Section 5. Section 2.02.040(e) should be amended to read as follows:

"Pursuant to the terms and intent of ORS 268.180(5), ORS 268.210, and ORS 268.215, all appointments of employees shall be the sole responsibility of the Executive Officer subject to this chapter. However, because the duties associated with certain positions include an independent and concurrent policy impact on both the Council and the Executive Officer, the appointment or promotion of persons to fill the following positions must be confirmed by a majority of the Council prior to the effective date of each such appointment or promotion:

- (1) General Counsel
- (2) Government Relations Officer (lobbyist)
- (3) Public Affairs Director
- (4) Deputy Executive Officer
- (5) Solid Waste Director
- (6) Zoo Director
- (7) ~~Finance & Administration Director~~
Convention Center Project Director
- (8) Planning & Development Director
- (9) Transportation Director
- (10) Director of Finance & Management Information
- (11) Director of Regional Facilities."

Section 6. The Sections of the Metro Code listed below provide that the Director of Finance & Administration may be designated to approve contracts in the absence of the Executive Officer or Deputy Executive Officer. These Sections are hereby amended to provide that the Director of Regional Facilities may be so designated:

2.04.043 Public Contracts Between \$2,501 and \$15,000:

* * *

* * *

(c) Approval Process: (1) For contracts of \$2,500 or more, either the Executive Officer or Deputy Executive

Officer must sign; however, the Director or Assistant Director of the Zoo may sign purchase orders of \$10,000 or less. When designated in writing to serve in the absence of the Executive Officer or Deputy Executive Officer, the ~~Director of Finance and Administration~~ Director of Regional Facilities may sign contracts. No contract may be approved or executed for any amount in excess of the amount authorized in the budget.

* * *

2.04.044 Public Contracts of \$15,000 or More:

* * *

(b) Approval Process: All initial contracts with a contract price of \$15,000 or more shall be approved and executed by the Executive Officer or Deputy Executive Officer. When designated in writing to serve in the absence of the Executive Officer or Deputy Executive Officer, the ~~Director of Finance & Administration~~ Director of Regional Facilities may approve and execute contracts of \$15,000 or more. No contract may be approved or executed for any amount in excess of the amount authorized in the budget.

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2.04.045 Public Contract Extensions and Amendments (Including Change Orders, Extra Work and Contract Renewals):

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* * *

(c) Approval Process:

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(3) \$2,500 or More: All contract amendments and extensions which are for \$2,500 or more or which result in a total contract price of more than \$2,500 if the original contract was for less than \$2,500 may be approved by either the Executive Officer or Deputy Executive Officer. When designated in writing to serve in the absence of the Executive Officer or Deputy Executive Officer, the ~~Director of Finance and Administration~~ Director of Regional Facilities may sign contract amendments and extensions. No contract amendment or extension may be approved in an amount in excess of the amount authorized in the budget.

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2.04.052 Personal Services Contracts Between \$2,500 and \$10,000:

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(c) Approval Process: For contracts of \$2,500 or more, either the Executive Officer or Deputy Executive Officer

must sign. When designated in writing to serve in the absence of the Executive Officer or Deputy Executive Officer, the ~~Director of Finance and Administration~~ Director of Regional Facilities may sign contracts. No contract may be approved or executed for any amount in excess of the amount authorized in the budget.

* * *

2.04.053 Personal Services Contracts of \$10,000 or More:

* * *

(b) Approval Process: All initial contracts with a contract price of greater than \$10,000 shall be approved and executed by the Executive officer or Deputy Executive Officer. When designated in writing to serve in the absence of the Executive Officer or Deputy Executive Officer, the ~~Director of Finance & Administration~~ Director of Regional Facilities may approve and execute contracts of \$15,000 or more. No contract may be approved or executed for any amount in excess of the amount authorized in the budget.

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2.04.054 Personal Services Contract Extensions and Amendments:

* * *

(b) Approval Process:

* * *

(2) \$2,500 and Over: All contract amendments and extension which are for \$2,500 or more or which result in a total contract price of more than \$2,500 shall be approved by either the Executive Officer or Deputy Executive Officer. When designated in writing to serve in the absence of the Executive Officer or Deputy Executive Officer, the ~~Director of Finance and Administration~~ Director of Regional Facilities may sign contract amendments and extensions. No contract amendment or extension may be approved for an amount in excess of the amount provided for in the budget.

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2.04.090 Food Items and Food Service Contracts

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(c) Approval Process:

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(2) Over \$2,500: All contracts and amendments and extension which exceed \$2,500 may be approved by either the Executive Officer or Deputy Executive Officer. When designated in writing to serve in the absence of the Executive Officer or Deputy Executive Officer, the ~~Director of Finance and Administration~~ Director of


Regional Facilities may sign contracts and amendments
and extensions.

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ADOPTED by the Council of the Metropolitan Service District
this 28th day of February, 1991.



Tanya Collier, Presiding Officer

ATTEST:



Clerk of the Council

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1039

FINANCE COMMITTEE REPORT

ORDINANCE NO. 91-378, AMENDING METRO CODE RELATING TO
CONFIRMATION BY COUNCIL OF CERTAIN APPOINTMENTS TO FILL
POSITIONS (DIRECTORS OF REGIONAL FACILITIES AND FINANCE &
MANAGEMENT INFORMATION)

Date: February 25, 1991 Presented by: Councilor Buchanan

COMMITTEE RECOMMENDATION: The Committee at its February 21, 1991 meeting voted unanimously to recommend Council approval of Ordinance No. 91-378. Present and voting were Councilors Buchanan, Devlin, Hansen, Van Bergen and Wyers.

COMMITTEE DISCUSSION / ISSUES: Dick Engstrom, Deputy Executive Officer, presented the staff report. He indicated this ordinance is a companion measure to Resolution No. 91-1375, which establishes classification descriptions for two new department head positions. This ordinance amends that part of the Personnel Code to add the new positions of Director of Regional Facilities and Director of Finance & Management Information to the list of positions requiring Council confirmation. The ordinance also eliminates the position of Director of Finance & Administration from the list of Council confirmed positions, because Resolution No. 91-1375 eliminated that position from the Classification Plan.

In response to a question from Council staff regarding Section 6 of the ordinance and who should be designated to sign contracts in the absence of the Executive Office and Deputy Executive Officer, Mr. Engstrom said either position could be designated, but the Executive Officer's preference is the Director of Regional Facilities.

SPECIAL NOTE: Section 6 of the ordinance recommended by the Committee contained references to amendments of the Metro Code without showing the exact changes in the Code. General Counsel has advised Council staff that the correct way to amend the Code is to show the language changes in the ordinance, rather than do it by reference. Please find attached to this report Ordinance No. 91-378A for consideration of the Council. The revised draft meets the policy intent of the Finance Committee recommendation and correctly states the amendments to the Code.

STAFF REPORT

CONSIDERATION OF ORDINANCE NO. 91-378
AMENDING METRO CODE 2.02, SECTION 2.02.040(e)

Date: February 6, 1991

Presented by: Dick Engstrom

FACTUAL BACKGROUND AND ANALYSIS

Metro Code Section 2.02.040(e) specifies that appointment or promotion to certain positions by the Executive Officer must be confirmed by a majority of Council. This section names each of the positions which fall under this requirement and includes all Metro Department Managers. As outlined in Resolution 90-1375, two new department manager positions, Director of Finance and Management Information and Director of Regional Facilities are being created, and the classification of Director of Finance and Administration is being abolished. Due to the department manager status of each of these positions, Council action is required.

This Ordinance is being submitted to comply with the intent of the Code, to recognize the status of the new positions, and, as a housekeeping measure, to remove from the Code reference to a classification (Director of Finance and Administration) which no longer exists. For those instances in the Contracting Ordinance where the Director of Finance and Administration is authorized to execute contracts in the absence of the Executive Officer or Deputy Executive Officer, the Director of Regional Facilities shall be substituted.

Fiscal Impact: Sufficient funds are available in the Fiscal Year 1990-91 budget for the proposed Ordinance.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends approval of Ordinance 91-378.

BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF AMENDING METRO) ORDINANCE NO. 91-378
CODE CHAPTER 2.02, SECTION 2.02.040(e),)
RELATING TO CONFIRMATION BY COUNCIL) Introduced by
OF CERTAIN APPOINTMENTS TO FILL) Rena Cusma,
POSITIONS.) Executive Officer

THE COUNCIL OF THE METROPOLITAN SERVICE DISTRICT HEREBY ORDAINS:

Section 1. The Metro Council has acted to approve the creation of the positions of Director of Finance and Management Information and Director of Regional Facilities and the amendment to the Pay Plan for non-represented employees to include these two new classifications.

Section 2. Concurrent with the creation of the two new classifications, Metro Council has acted to abolish the classification of Director of Finance and Administration and to remove this classification from the Pay Plan.

Section 3. Code Section 2.02.040(e) specifies that appointment or promotion of persons to fill certain positions, including all department managers, must be confirmed by a majority of the Council.

Section 4. As the result of the actions described in Sections 1 and 2 above the new positions of Director of Finance and Management Information and Director of Regional Facilities should be added to the list of positions requiring Council confirmation, and the position of Director of Finance and Administration should be deleted.

Section 5. Section 2.02.040(e) should be amended to read as follows:

Pursuant to the terms and intent of ORS 268.180(5), ORS 268.210 and ORS 268.215, all appointments of employees shall be the sole responsibility of the Executive Officer subject to this chapter. However, because the duties associated with certain positions include an independent and concurrent policy impact on both the Council and the Executive Officer, the appointment or promotion of persons to fill the following positions must be confirmed by a majority of the Council prior to the effective date of each such appointment or promotion:

- (1) General Counsel
- (2) Government Relations Officer (lobbyist)
- (3) Public Affairs Director
- (4) Deputy Executive Officer
- (5) Solid Waste Director
- (6) Zoo Director
- ~~(7) Finance and Administration Director~~
- (8) (7) Convention Center Project Director
- (9) (8) Planning and Development Director
- (10) (9) Transportation Director
- (10) Director of Finance and Management Information
- (11) Director of Regional Facilities

Section 6. The Sections of the Code listed below provide that the Director of Finance and Administration may be designated to approve contracts in the absence of the Executive Officer or Deputy Executive Officer. These sections are amended to provide that the Director of Regional Facilities may be so designated:

2.04.043 (c)	2.04.053 (b)
2.04.044 (b)	2.04.054 (b) (2)
2.04.045 (c) (3)	2.04.090 (c) (2)
2.04.052 (c)	

ADOPTED by the Council of the Metropolitan Service District
this day of , 1991.

Tanya Collier, Presiding Officer



METRO

2000 S.W. First Avenue
Portland, OR 97201-5398
503 221-1646

Memorandum

DATE: March 4, 1991
TO: Rena Cusma, Executive Officer
FROM: Paulette Allen, Clerk of the Council *PA*
RE: TRANSMITTAL OF ORDINANCE NOS. 91-378 AND 91-383

Attached for your consideration are true copies of Ordinance Nos. 91-378 and 91-383 adopted by the Council on February 28, 1991.

If you wish to veto these ordinances, I must receive a signed and dated written veto message from you no later than 5:00 p.m., Thursday, March 7, 1991. The veto message, if submitted, will become part of the permanent record. If no veto message is received by the time and date stated above, these ordinances will be considered finally adopted.

I, *Therette Starley*, received this memo and true copies of Ordinance Nos. 91-378 and 91-383 from the Clerk of the Council on March 4, 1991.

Date: *March 4, 1991*

ORD.MEM



METRO

2000 SW First Avenue
Portland, OR 97201-5398
(503) 221-1646
Fax 241-7417

91-378A

April 1, 1991

John Kauffman
County Clerk
Clackamas County Courthouse
807 Main Street
Oregon City, OR 97045

Dear Mr. Kauffman:

Enclosed are true copies of the following ordinances adopted by the Metro Council. Please file these ordinances in the Metro file maintained by your County.

Executive Officer
Rena Cusma

Metro Council

Tanya Collier
Presiding Officer
District 9

Jim Gardner
Deputy Presiding
Officer
District 3

Susan McLain
District 1

Lawrence Bauer
District 2

Richard Devlin
District 4

Tom DeJardin
District 5

George Van Bergen
District 6

Ruth McFarland
District 7

Judy Wyers
District 8

Roger Buchanan
District 10

David Knowles
District 11

Sandi Hansen
District 12

1. Ordinance No. 91-377, For the Purpose of Amending Ordinance No. 88-268B Adopting the Regional Solid Waste Management Plan to Incorporate the Yard Debris Plan
2. Ordinance No. 91-381, For the Purpose of Amending Metro Code Chapter 2.02, Section 2.02.040(e), Relating to Confirmation by Council of Certain Appointments to Fill Positions
3. Ordinance No. 91-383, An Ordinance Authorizing the Issuance of Revenue Bonds and Bond Anticipation Notes of the Metropolitan Service District for the Purpose of financing the Acquisition, Renovation, Furnishing and Equipping of an Administrative Offices Building for Use in the Operations of the District; and Establishing and Determining Other Matters in Connection Therewith
4. Ordinance No. 91-384, An Ordinance Adopting a Final Order and Amending the Metro Urban Growth Boundary for Contested Case No. 90-3:Washington County
5. Ordinance No. 91-382, Amending the FY 1990-91 Budget & Appropriations Schedule to Increase the Convention Center Capital Fund Personal Services Appropriation
6. Ordinance No. 91-388, For the Purpose of Amending Metro Code Chapter 5.05, Regulating the Flow of Solid Waste Originating Within the Boundaries of the Metropolitan Service District
7. Ordinance No. 91-370A, An Ordinance Amending Ordinance No. 91-340A Revising the FY 1990-91 Budget & Appropriations Schedule for the Purpose of Adopting a Supplemental Budget and Creating the Smith and Bybee Lakes Trust Fund
8. Ordinance No. 91-387A, An Ordinance Amending Ordinance No. 90-340A Revising the FY 1990-91 Budget & Appropriations Schedule for the Purpose of Funding Initial Financing and Purchase Costs of the Hanna Property

ORDINANCE ADOPTION NOTIFICATION
March 29, 1991
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9. Ordinance No. 91-378A, For the Purpose of Amending Metro Code Chapter 2.02, Section 2.02.040(e), Relating to Confirmation by Council of Certain Appointments to Fill Positions

Sincerely,



Paulette Allen
Clerk of the Council



METRO

2000 SW First Avenue
Portland, OR 97201-5398
(503) 221-1646
Fax 241-7417

April 1, 1991

Charles D. Cameron
County Administrator
150 N. First Avenue
Hillsboro, OR 97124

Dear Mr. Cameron:

Enclosed are true copies of the following ordinances adopted by the Metro Council. Please file these ordinances in the Metro file maintained by your County.

Executive Officer
Rena Cusma

Metro Council

Tanya Collier
Presiding Officer
District 9

Jim Gardner
Deputy Presiding
Officer
District 3

Susan McLain
District 1

Lawrence Bauer
District 2

Richard Devlin
District 4

Tom DeJardin
District 5

George Van Bergen
District 6

Ruth McFarland
District 7

Judy Wyers
District 8

Roger Buchanan
District 10

David Knowles
District 11

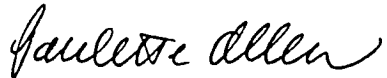
Sandi Hansen
District 12

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ORDINANCE ADOPTION NOTIFICATION
March 29, 1991
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Sincerely,



Paulette Allen
Clerk of the Council



METRO

2000 SW First Avenue
Portland, OR 97201-5398
(503) 221-1646
Fax 241-7417

April 1, 1991

Jane McGarvin
Clerk of the Board
Multnomah County Courthouse
1021 S.W. Fourth Avenue
Portland, OR 97204

Dear Jane:

Enclosed are true copies of the following ordinances adopted by the Metro Council. Please file these ordinances in the Metro file maintained by your County.

Executive Officer
Rena Cusma
Metro Council

Tanya Collier
Presiding Officer
District 9

Jim Gardner
Deputy Presiding
Officer
District 3

Susan McLain
District 1

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Richard Devlin
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Sincerely,

A handwritten signature in cursive script that reads "Paulette Allen".

Paulette Allen
Clerk of the Council