

ORDINANCE NO. 183-2024

AN ORDINANCE DELEGATING TO CITY MANAGER CONTRACT SIGNING AUTHORITY

WHEREAS, the City of Donald Charter Section 40 reserves to the City Council contracting authority to enter into a contract in excess of \$500 with a private contractor for construction of a public improvement; and

WHEREAS, the City, through its City Council and staff are subject to the rules and requirements of ORS 279A, 279B, and 279C, regulating Public Contracts; and

WHEREAS, the Donald City Council determines that delegating to the City Manager contracting authority, within prescribed limits, to execute contracts not subject to the requirements of Charter Section 40 will promote efficiency and expediency in the conduct of City business, consistent with the authority and duties already delegated to the City Manager;

NOW THEREFORE, THE CITY OF DONALD ORDAINS AS FOLLOWS:

Section 1. There is hereby created a Table V. to the Donald Municipal Code, TABLE OF SPECIAL ORDINANCES, titled CONTRACT AUTHORITY OF THE CITY AND ITS REPRESENTATIVES, which shall read as follows:

- A. This section applies to all contracts and Intergovernmental Agreements in which the City of Donald is a party, except for contracts subject to Section 40 of the Donald City Charter.
- B. All City Contracts shall be submitted for execution to the City Manager, who shall report to the City Council the contract's subject matter and cost at the next regularly scheduled City Council meeting. Notwithstanding the foregoing, the City Manager shall have authority to execute any contract valued at \$25,000 or less without advance City Council approval.
- C. Contracts valued between \$25,000 and \$100,000 may be authorized and executed by the City Manager together with the Mayor.
- D. Contracts valued in excess of \$100,000 shall require advance City Council approval, and shall be executed on behalf of the City with the signatures of both the Mayor and the City Manager.
- E. All City contracts under this Ordinance shall be disclosed to the City Council at the City Council meeting first following execution of the contract, and preserved in a contract log maintained by the City Manager.

Section 2. Resolution 375-15 is hereby repealed.

Section 3. The first reading of this Ordinance was conducted on January 9, 2024. The second reading of this Ordinance was conducted on February 13, 2024 and was passed and adopted by the City Council on February 13, 2024 as follows:

6 AYES

1 NAYS

0 ABSTENTIONS

Section 5. This Ordinance shall be effective on the thirtieth day after the date of enactment below, as per City Charter Chapter VIII, Section 36.

SIGNED and **DATED** this 13th day of February, 2024.

REDACTED FOR SECURITY PURPOSES
REDACTED FOR SECURITY PURPOSES
REDACTED FOR SECURITY PURPOSES

Rick Olmsted, Mayor

ATTEST

REDACTED FOR SECURITY PURPOSES
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Eric Underwood, City Manager

PASSED by the City Council: February 13, 2024

SIGNED by the Mayor: February 13, 2024

EFFECTIVE: March 13, 2024