

Office of County Counsel

Public Services Building

2051 KAEN ROAD | OREGON CITY, OR 97045

| October 17, 2024 | 7, 2024 BCC | | Country | . Vetto Counsel |
|---|---|---|--|---|
| A | of Directors of the rks and Recreation Distriction proval of a Board Orde ions, Grants, Cooperati | er Delegating Signing | Caleb Angela Hajiha As Authority of Amendments or Renewals | Keller llegren Munns Naylor Narus reman Huynh Huegel |
| Previous Board | Delegation of Grant Signing Authority for County matters, Board Order | | | |
| Action/Review Performance | 2021-11, February 18, 2021 Briefed at Issues 10/15/2024 | | | |
| Clackamas | Build public trust through good government. | | | |
| Counsel Review | Initials: JM | Procurement Review | N/A | |
| Contact Person | Jeffrey D. Munns | Contact Phone | 503-742-5984 | |
| County Administrator Board Order 2021-11 Departments such as Environment Service current signature aut and related agreeme | grant signing authority to did not extend this author the North Clackamas Pa s ("WES"). The requester thority limits, delegates sig | resolve administrative resolve administrative ority to County service arks and Recreation Did delegation extends to the Concludes a reporting reconstruction. | ard Order 2021-11 giving the burdens and create efficience districts that operate as Courstrict ("NCPRD") and Water his authority and aligns with County Administrator for grant quirement to ensure that BCC thority. | nty :s, |
| RECOMMENDATION: Staff recommends the NCPRD Board approve the attached Board Order. Respectfully submitted, Jeffrey D. Munns | | For | Filing Use Only | |
| Assistant County Counsel | | | | |

BEFORE THE BOARD OF COUNTY COMMISSIONERS

OF CLACKAMAS COUNTY, STATE OF OREGON

In the Matter of a Limited
Delegation of Grant Signing
Authority for the North Clackamas
Parks and Recreation District

Board Order No. _____

Whereas, the Board of County Commissioners ("the Board") is the governing body of the North Clackamas Parks and Recreation District ("NCPRD"), this matter coming before the Board at this time, and it appearing that the Board has authority to sign all grant applications, grants, cooperative agreements, and any amendments or renewals of the same; and

Whereas, the Clackamas County Administrator also serves as District Administrator for NCPRD ("District Administrator"); and

Whereas, the Board believes it is necessary to delegate limited authority to the District Administrator to sign certain grant applications, grants, cooperative agreements, and any amendment or renewal of the same, to ensure the timely and efficient completion of NCPRD business; and

Whereas, the Clackamas County Board previously delegated this signing authority to the County Administrator for all County Departments, but did not extend the authority for matters concerning NCPRD;

NOW THEREFORE, the Clackamas County Board of Commissioners, acting as the governing body of NCPRD, do hereby order as follows:

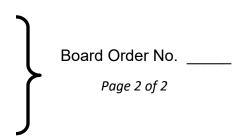
The District Administrator is hereby delegated authority to sign grant applications, grants, and cooperative agreements with a value not to exceed a total of \$150,000 in the aggregate for any one fiscal year on behalf of NCPRD.

- 2. The District Administrator is hereby delegated authority to sign grant and cooperative agreement amendments or renewals on behalf of NCPRD, provided that the amendment or renewal does not exceed 10% of the original grant amount or \$150,000 for the entirety of the term of the grant, whichever is greater.
- 3. In the event an emergency exists such that a quorum of the NCPRD Board cannot meet before action must be taken for the protection of the public and/or public goods, the District Administrator is hereby delegated authority to sign grant applications, grants, cooperative agreements, and any amendments or renewals of the same, for any amount provided that:

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- a. The Office of County Counsel has reviewed and approved the grant application, grant, cooperative agreement, or amendment or renewal of the same; and
- b. The District Administrator seeks approval and ratification by the NCPRD Board at their next available business meeting following execution of the grant application, grant, cooperative agreement, or amendment or renewal of the same.
- 4. The District Administrator shall provide a full report to the NCPRD Board at their next available meeting on the exercise of any signing authority provided under this limited delegation.

| DATED this day of, 2024. |
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| North Clackamas Parks and Recreation District |
| Chair |
| Recording Secretary |