

PROSPER PORTLAND

Portland, Oregon

RESOLUTION NO. 7576

**UPDATING DELEGATION OF GENERAL ADMINISTRATIVE AUTHORITY
TO THE EXECUTIVE DIRECTOR**

WHEREAS, the Prosper Portland Board of Commissioners (the “Board”) is charged by Chapter 15 of the Portland City Charter and ORS 457.045(2), with administering the operations of Prosper Portland and implementing the vision and goals adopted by the Portland City Council relating to urban renewal, economic development and affordable housing;

WHEREAS, the Board has authority to appoint and employ Prosper Portland’s Executive Director and to bestow upon them all lawful authority it finds necessary or convenient for the efficient and economical performance of Prosper Portland’s operations;

WHEREAS, Prosper Portland’s Executive Director works closely with the Board to develop and implement the priorities of the Board;

WHEREAS, the Board is comprised of volunteers that generally meet only once every month, and the focus of the Board’s work is to develop and provide guidance to the Executive Director and Prosper Portland staff regarding the major policy issues that guide Prosper Portland’s work;

WHEREAS, it is in the public interest for the Board and its staff to conduct Prosper Portland’s business in an efficient and economical manner;

WHEREAS, the Board finds that it is necessary and convenient for the efficient and economical performance of Prosper Portland’s work to delegate certain authority to the Executive Director;

WHEREAS, pursuant to Resolution No. 6172, adopted by the Board on August 11, 2004, the Board delegated authority to the Executive Director to enter into contracts procured pursuant Prosper Portland’s local contracting rules up to a maximum contract amount of \$500,000;

WHEREAS, pursuant to Resolution No. 6214, adopted by the Board on December 9, 2004, the Board also delegated authority to the Executive Director to enter into other contracts or agreements and to take other administrative actions on behalf of Prosper Portland; and

WHEREAS, the Board desires to update its delegation of authority to the Executive Director to respond to changes in the local government and business environment that have occurred over the past twenty years.

NOW, THEREFORE, BE IT RESOLVED that the Executive Director is authorized to take all actions, including but not limited to entering into contracts and executing documents, necessary and convenient to carry out the expenditure or obligation of Prosper Portland funds, property, or resources that the Board has approved or has otherwise authorized the Executive Director to execute without review or approval by the Board;

BE IT FURTHER RESOLVED that the Executive Director is authorized to execute any contract or document related to the expenditure or obligation of Prosper Portland funds, provided that no funds are thereby spent or obligated prior to, in excess of, or for any purpose not expressly stated in Board appropriations of such funds, and the Executive Director has determined, in consultation with the General Counsel, that the contract or document presents no non-standard, material risks to Prosper Portland;

BE IT FURTHER RESOLVED that, in furtherance of Prosper Portland projects, programs, and goals and in compliance with law, the Executive Director is also authorized to (a) apply for and accept grants or other funding from any source provided that the grant terms present no non-standard material risks to Prosper Portland, (b) award any grants not in excess of \$500,000 for a particular use or purpose, (c) make any loan, extension of credit, or other financing arrangement that is consistent with Board-approved financial assistance guidelines, and (d) enter into any other binding agreement that does not include a financial obligation of Prosper Portland greater than \$500,000;

BE IT FURTHER RESOLVED that the Executive Director has the authority to extend timelines, performance schedules, and agreement deadlines; increase contract amounts by up to five percent; and amend, modify, or waive any term of any Prosper Portland contract if, in consultation with the General Counsel, the Executive Director determines that such amendment, modification, or waiver would not materially increase Prosper Portland's obligations or risks;

BE IT FURTHER RESOLVED that the Executive Director has settlement authority in civil cases and in other proceedings involving Prosper Portland and may, in their discretion, settle claims where such settlements do not exceed \$500,000, on whatever nonmonetary terms and conditions the Executive Director determines are reasonable, in consultation with the General Counsel;

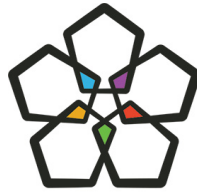
BE IT FURTHER RESOLVED that the Executive Director will periodically report to the Board all significant actions taken with the authority delegated pursuant to this resolution;

BE IT FURTHER RESOLVED that the Executive Director is authorized to delegate permanently or temporarily any or all of the authority delegated to them pursuant to this resolution to any other Prosper Portland employees in accordance with an administrative policy established by the Executive Director;

BE IT FURTHER RESOLVED that Resolution No. 6214 is hereby repealed; and

BE IT FURTHER RESOLVED that with the affirmative vote of at least four members of the Board and of all members present, this resolution will become effective immediately upon its adoption, and otherwise it will take effect thirty days after adoption.





PROSPER PORTLAND

Building an Equitable Economy

RESOLUTION NO. 7576

RESOLUTION TITLE:

UPDATING DELEGATION OF GENERAL ADMINISTRATIVE AUTHORITY TO THE EXECUTIVE DIRECTOR

Adopted by the Prosper Portland Commission on September 18, 2024

PRESENT FOR VOTE	COMMISSIONERS	VOTE		
		Yea	Nay	Abstain
<input checked="" type="checkbox"/>	Chair Gustavo J. Cruz, Jr.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Commissioner Marcelino J. Alvarez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Commissioner Felisa Hagins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Commissioner Michi Slick	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Commissioner Serena Stoudamire Wesley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Consent Agenda Regular Agenda

CERTIFICATION

The undersigned hereby certifies that:

The attached resolution is a true and correct copy of the resolution as finally adopted at a Board Meeting of the Prosper Portland Commission and as duly recorded in the official minutes of the meeting.

Pam Feigenbutz, Recording Secretary

Date:

September 20, 2024