



Topic: **Authority Board Agenda Item 1.4**

**2020 July 22**

Subject: **Reassignment of Staff**

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**Requested Action:**

Consider approval of Resolution No. 2020-03, providing all of the duties, authorities and responsibilities to the Authority's Executive Director that were previously delegated to the Authority's General Manager.

**Detailed Description/Background:**

As a result of the organizational assessment, the duties and responsibilities of the General Manager were reassigned to an interim Executive Director in December 2019 and a new Executive Director was selected and a contract for these services was executed in March 2020. There is no longer a General Manger role on the project. The proposed attached resolution memorializes the change from General Manager to Executive Director to affect all agreements, contracts, and any other documents that the Authority has previously executed identifying the General Manager position.

**Prior Action:**

None

**Fiscal Impact/Funding Source:**

There is no fiscal impact associated with this change.

**Staff Contact:**

Jerry Brown

**Attachments:**

Attachment A: Resolution No. 2020-03



**BEFORE THE BOARD OF DIRECTORS OF THE  
SITES PROJECT AUTHORITY**

**RESOLUTION NO. 2020-03**

In the Matter of:

**Authorizing the Executive Director as having all of the duties, responsibilities and authorities previously directed upon the General Manager.**

**WHEREAS**, the Authority has previously assigned certain duties, responsibilities and authorities to the General Manager in the oversight of the Project and has identified such in its agreements, contracts, permits, and other business documentation related to the Project; and

**WHEREAS**, in December 2019 the Authority created the "interim" Executive Director position as the replacement for the General Manager position; and

**WHEREAS**, in March 2020 the Authority entered into a contract for services with the Authority's Executive Director (the "Contract"), which provided for the Executive Director's fulfillment of duties, responsibilities, and authorities that were previously fulfilled by the former General Manager, and thereby replaced the General Manager position on a permanent basis with the position of Executive Director.

**NOW, THEREFORE BE IT RESOLVED** by this Board of Directors as follows:

1. The Executive Director position replaces the previous General Manager position within the Project's organization and, pursuant to the Contract, has been delegated all of the duties, responsibilities, and authorities previously assigned to the former General Manager.
2. All references to the term "General Manager" in any agreements, contracts, permits or other business documents shall be understood to mean "Executive Director", if and as applicable, and all such agreements, contracts, permits or other business documents shall, as appropriate, be revised to replace the term "General Manager" with the term "Executive Director". Such amendments shall be considered



ministerial and not subject to further agreement or negotiation between effected parties, and is fully within the rights of the Authority to unilaterally authorize.

3. The Authority's officers and Executive Director are authorized to do all things necessary and proper to carry out and implement the above reference matters.

**PASSED, APPROVED AND ADOPTED** by the Board of Directors of the Sites Project Authority this 22<sup>th</sup> day of July 2020, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

I, Fritz Durst, Chair Authority Board of the Site Project Authority, do hereby certify that the resolution set forth above is true and accurate copy of the resolution adopted by the Board of Directors of the Sites Project Authority at a duly called meeting of the Board on July 22, 2020 and that said resolution has not been rescinded, amended or modified and is in full force and effect as of the date hereof.

In Witness Whereof, I have executed this certificate this 22<sup>th</sup> day of July 2020.

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Fritz Durst, Chair Authority Board, Sites Project Authority