

Notice of Measure Election

SEL 802

rev 01/18 ORS 250.035, 250.041,
250.275, 250.285, 254.095, 254.465

City

Notice

Date of Notice

August 10, 2021

Name of City or Cities

Fairview

Date of Election

November 2, 2021

Final Ballot Title The following is the final ballot title of the measure to be submitted to the city's voters. The ballot title notice has been published and the ballot title challenge process has been completed.

Caption 10 words which reasonably identifies the subject of the measure.

Fairview Charter Amendment Creating City Manager Position

Question 20 words which plainly phrases the chief purpose of the measure.

Shall Fairview revise its Charter concerning the chief administrator's title and setting out details of that position in the Charter?

Summary 175 words which concisely and impartially summarizes the measure and its major effect.

This measure would revise the Charter to change the title of the administrative head of the City from City Administrator to City Manager and specify the duties of the position in more detail.

Currently, the City's administrative head is titled "City Administrator". The proposed Charter language changes the title from City Administrator to City Manager but retains the current form of government with a mayor and six councilors who appoint and remove the City Manager.

The proposed Charter language also sets out how the City Manager is appointed and removed; that their appointment must be based on education and experience; and also contains specific duties the position must perform. Currently, the duties of the City Administrator are set out in the Fairview Municipal Code, which can be revised by the Council without voter approval.

If this measure is adopted, future changes to the City Manager Charter provisions will require voter approval through a Charter amendment. The proposed Charter language is based on the League of Oregon Cities Model Charter.

Explanatory Statement 500 words that impartially explains the measure and its effect.

If the county is producing a voters' pamphlet an explanatory statement must be drafted and attached to this form for:

→ any measure referred by the city governing body; or

→ any initiative or referendum, if required by local ordinance.

Explanatory Statement Attached? Yes No

Authorized City Official Not required to be notarized.

Name

Devree Leymaster

Title

City Recorder

Mailing Address

PO Box 337, Fairview, OR 97024

Contact Phone

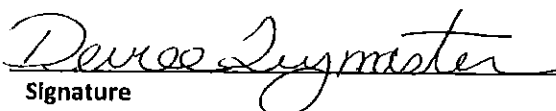
503-674-6224

By signing this document:

→ I hereby state that I am authorized by the city to submit this Notice of Measure Election; and

→ I certify that notice of receipt of ballot title has been published and the ballot title challenge process for the measure completed.

RECEIVED
2021 AUG 10 AM 9:39
MULTNOMAH COUNTY
DIRECTOR OF ELECTIONS



Signature

8/10/2021

Date Signed

Explanatory Statement:

If approved, this measure would enact a new Section 23 in the Fairview City Charter changing the name of the City's administrative head from City Administrator to City Manager and setting out the specific details and duties of the City Manager position in the Charter.

Section 11 of the Charter would also be revised to delete reference to the City Administrator and to be consistent with the language in the new Section 23 whereby the City Manager is appointed and removed by a majority of the City Council.

The proposed Charter language is based on the League of Oregon Cities Model Charter. The City Council approved the new Charter language for submission to City voters.

The proposed language will define certain aspects of the City Manager's position in the Charter including that the City Manager: serves as the administrative head of city government; assists the mayor and council in the development of city policies and carrying out those policies; and can be appointed and removed by a majority of the City Council. The appointment must be based on education and experience and without regard to political considerations.

The City Manager duties are also set out in the proposed Charter language including:

- 1) Attend all City Council meetings unless excused by the Mayor or City Council;
- 2) Make reports and recommendations to the Mayor and City Council about the needs of the city;
- 3) Administer and enforce all City ordinances, resolutions, franchises, leases, contracts, permits and other City decisions;
- 4) Appoint, supervise, and remove City employees;
- 5) Organize City departments and administrative structure;
- 6) Prepare and administer the annual City budget;
- 7) Administer City utilities and property;
- 8) Act as the City purchasing agent/officer;
- 9) Encourage and support regional and intergovernmental cooperation;
- 10) Promote cooperation among the Council, staff, and citizens in developing City policies and building a sense of community;
- 11) Perform other duties as directed by the City Council; and
- 12) Delegate duties, but remain responsible for actions of all subordinates.

The City Council believes the new Charter language will: create more stability and permanency for the City Manager position; insulate the position from political changes; and provide enhanced recruitment for the position. The new Charter language is also more concise than the current language in the City Code concerning the City Administrator.

If approved, future changes to this Charter language would have to be approved by the voters with a Charter amendment. Currently, the Council may change the duties of the City Administrator through the adoption of an ordinance. Under the new Charter language, the City Council will still have the ability to enter into an employment contract with a City Manager and to further define the role and set parameters that are consistent with the Charter.