

ADMINISTRATIVE ORDER NO. 44-23-05
of the
City Treasury Officer

DELEGATING DUTIES OF THE CITY TREASURER TO FINANCIAL ANALYST JACK SPINNER; REAFFIRMING DELEGATION OF DUTIES TO SENIOR FINANCIAL ANALYST KACIA EDISON; AND REPEALING ADMINISTRATIVE ORDER NO. 44-23-03.

The Treasury Officer of the City of Eugene finds that:

A. Under provisions of the Eugene Charter of 2002, the City Manager is authorized to make all purchases, appoint and remove all employees (except as otherwise provided in the Charter), act as business agent for the City Council, and to perform such other duties as the Council directs.

B. On June 22, 2018, the City Manager of the City of Eugene issued Administrative Order No. 21-18-04 appointing Twylla Miller as the City's Finance Officer and City Treasurer, and granting her the authority to perform the duties and responsibilities set forth in Sections 2.505, 2.515, 2.525, 2.527, 2.530, and 2.540 through 2.547. That Administrative Order also granted her the authority to delegate any of those duties to qualified persons.

C. On September 17, 2018, the City's Finance Officer and City Treasurer issued Administrative Order No. 44-18-05 appointing me as Treasury Officer of the City of Eugene and granting me the authority to perform those duties and responsibilities set forth in Section 2.530 of the Eugene Code, 1971, regarding investments and further authorized me to administer the City's bank accounts and the Local Government Investment Pool accounts. That Administrative Order also granted me the authority to delegate any of those duties or responsibilities to qualified persons.

D. On February 23, 2023, I issued Administrative Order No. 44-23-03 reaffirming Senior Financial Analyst Kacia Edison's authority to perform duties concerning investment activities under Section 2.530 of the Eugene Code, 1971. The Order rescinded Ying Li's Authority to perform duties concerning investment activities under Section 2.530 of the Eugene Code, 1971.

E. Due to staff changes, it is necessary to amend the delegation of duties set out in Administrative Order No. 44-23-03 to grant Jack Spinner authority to perform duties concerning investment activities under Section 2.530 of the Eugene Code, 1971.

NOW, THEREFORE, the Treasury Officer of the City of Eugene orders and directs that without limiting my continued performance of the duties delegated to me by Administrative Order No. 44-18-05:

1. Financial Analyst Jack Spinner is authorized to perform duties concerning investment activities under Section 2.530 of the Eugene Code, 1971.
2. Senior Financial Analyst Kacia Edison's authority to perform duties concerning investment activities under Section 2.530 of the Eugene Code, 1971, is reaffirmed.
3. Administrative Order No. 44-23-03 repealed as of the effective date of this Order.

Dated and effective this 31 day of May, 2023.



Vicki Silvers
City Treasury Officer