

**City of Saxman**  
Resolution # 06-2021-3

**A RESOLUTION of the Saxman City Council to authorize the City Administrator, Lori Richmond to be the authorized contact to apply for, accept and manage grants on the City of Saxman's behalf.**

**WHEREAS**, per Saxman City Code 2.30.010 Document Approval, all legal documents requiring assent of the City shall be:

- (a) Approved by the Council;
- (b) Signed by the Mayor on behalf of the City;
- (c) Attested to thereon by the Clerk. [Ord. 01-77 Ch. 11 § 1].

**WHEREAS**, the Council maintains the authority to appoint an *authorized contact* for certain documents that require day to day management and;

**WHEREAS**, The City of Saxman depends on grant allocation to provide funding for capital improvements and;

**WHEREAS**, the Mayor has deferred to the City Administrator the general day to day operations of City Hall and;

**WHEREAS**, the City Administrator has already taken many of the responsibilities of Interim Grant Manager while that position remains unfilled and;

**WHEREAS**, to apply for many of the state and feral grants an authorized signer must be identified to manage grant compliance.

**THEREFORE, BE IT RESOLVED,**

1. The City of Saxman City Council names the City Administrator, Lori Richmond, to act as the authorized signer as it relates to daily grant management.
2. The City of Saxman City Council authorizes the City Administrator, Lori Richmond, to seek out and apply for grant funding on the Cities behalf.
3. The City of Saxman City Council will require council authorization when accepting any grant.
4. The City of Saxman City Council will require a monthly report from the interim Grant Manager while this authorization is in effect.

**Effective Date:** This resolution is effective upon adoption.

**PASSED** and **APPROVED** by the Saxman City Council this 16th day of June 2021.

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Frank Seludo, Mayor

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ATTEST: Lori Richmond, City Clerk