

TOWN OF MOFFAT, COLORADO
RESOLUTION NO. 3-2011

**A RESOLUTION DELEGATING CONTRACT AND SIGNATURE
AUTHORITY TO THE MAYOR OF THE TOWN OF MOFFAT FOR
CONTRACTS RELATED TO THE COMMUNITY CENTER**

WHEREAS, the Town of Moffat is currently engaged in a construction project for the Moffat Community Center; and

WHEREAS, the construction project may require the timely execution of contracts, change orders, and other work authorizations; and

WHEREAS, the Board of Trustees desires to ^{the} delegate certain authority to the Mayor to authorize such work, and execute contracts and change orders;

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Town of Moffat as follows:

Section 1. Delegation of Authority. The Board of Trustees authorizes the Mayor to enter into contracts, change orders and other authorizations of work (collectively herein "Contracts") related to the Community Center construction and remodel project. The Mayor shall have the authority to enter into such Contracts in an amount not to exceed 5,000 per contract. The authority shall also be limited to an amount not to exceed 10,000 for all Contracts in any one-month period between regular Town Board meetings. Any Contracts over the amount of the limits set forth here shall require review and approval by the Board of Trustees. This delegation of authority is specifically limited to work and contracts associated with the Community Center construction and remodel project.

Section 2. Procedure. Before entering into any such Contracts, the Mayor shall refer the Contracts to the Town Attorney for legal review. After legal review by the Town Attorney, the Mayor may authorize the Contracts in an amount not to exceed the limits in Section 1. The Mayor shall make a report the Board of Trustees at the next regular meeting following the execution of any such Contracts.

Section 3. Expiration. This delegation of authority shall expire one year after the date that this Resolution was adopted and approved by the Board of Trustees.

ADOPTED AND APPROVED this 2 day of August, 2011.



TOWN OF MOFFAT

By:

Earl P. LeRoy
Earl LeRoy, Mayor

ATTEST

Debbie Canada
Debbie Canada, Town Clerk