



GARDINER CITY COUNCIL
AGENDA ITEM INFORMATION SHEET



Meeting Date	12/09/2020	Department	City Council
Agenda Item	4.h Delegation of Authority for 2021		
Est. Cost	N/A		

Background Information

Yearly, the City Council approves and signs a Delegation of Authority order that allows some normal course of business transactions to occur, without the need to bring them to the City Council.

The proposed Delegation of Authority is attached.

Requested Action	'I move to approve and sign a Delegation of Authority order, effective January 1, 2021 to December 31, 2021.'
City Manager and/or Finance Review	The City Manager recommends the above action.
Council Vote/ Action Taken	
Departmental Follow-Up	

City Clerk Use Only	1 st Reading _____	Advertised _____	<div style="border: 1px dashed black; padding: 5px; text-align: center;"> EFFECTIVE DATE _____ </div>
	2 nd Reading _____	Advertised _____ w/in 15 Days	
	Final to Dept _____	Updated Book _____	Online _____



Delegation of Authority
2021-01

BE IT ORDERED BY THE COUNCIL OF THE CITY OF GARDINER, MAINE:

1) **ORDERED**, That the City Council hereby authorizes the City Manager, Code Enforcement Officer, or the City Clerk to review and approve or deny all requests to hang banners on city property, on behalf of the Municipal Officers, during the period of January 1, 2021 through December 31, 2021.

2) **ORDERED**, That the City Council hereby authorizes the Mayor, to act on its behalf, to excuse the City Manager from City Council meetings on the grounds of illness or other circumstances, during the period January 1, 2021 through December 31, 2021.

3) **ORDERED**, That the City Council hereby authorizes the City Clerk and/or Deputy City Clerk to sign all applications to operate beano, bingo or other games of chance on behalf of the Municipal Officers, during the period January 1, 2021 through December 31, 2021.

4) **ORDERED**, That the City Council hereby authorizes the City Clerk and/or Deputy City Clerk to approve and sign all permits for a circus or carnival on behalf of the Municipal Officers, during the period January 1, 2021 through December 31, 2021.

5) **ORDERED**, That the City Council hereby authorizes the City Clerk and/or Deputy City Clerk to approve and sign all business licenses on behalf of the Municipal Officers, during the period January 1, 2021 through December 31, 202, after review by all Department Heads and Code Enforcement.

6) **ORDERED**, That the City Council hereby authorizes the City Clerk and/or Deputy City Clerk to sign all liquor permits on behalf of the Municipal Officers, during the period January 1, 2021 through December 31, 2021 after review by all Department Heads and Code Enforcement.

7) **ORDERED**, That the City Council hereby authorizes the City Clerk and/or Deputy City Clerk to approve and sign all applications for utility pole permits on behalf of the Municipal Officers, during the period January 1, 2021 through December 31, 2021.

8) **ORDERED**, That the City Council hereby authorizes the Public Works Director or Supervisor, or City Manager in the Director's absence, to sign Street Opening Permits on behalf of the Municipal Officers, during the period January 1, 2021 through December 31, 2021.

9) **ORDERED**, That the City Council hereby authorizes the City Manager to sign Off-Premise Liquor License Applications from Licensed Liquor Establishments with the agreement that the caterer's license is in current and good standing with the City, and there are no other concerning issues surrounding the serving of alcohol, during the period of January 1, 2021 through December 31, 2021.

CITY COUNCIL

ATTEST

Alisha Ballard, City Clerk