

CITY OF TUCUMCARI

RESOLUTION NO. 2026-27

WHEREAS, the City of Tucumcari, New Mexico (the "City") is the recipient and/or administrator of various federally and/or state-funded grants and projects that require an authorized signatory for applications, agreements, amendments, reports, draw requests, reimbursements, certifications, and all other documents necessary for proper administration and compliance with funding agency requirements; and

WHEREAS, Ian Adams currently serves as the Community Development Project Manager and is responsible for the management and administration of multiple City grants and infrastructure projects, including but not limited to those funded by the Federal Aviation Administration (FAA), NMDOT Aviation Division, FEMA, USDA, New Mexico Finance Authority (NMFA), Water Trust Board, Capital Outlay, BRIC, SLFRF, CWSRF, NMDFA, and other federal, state, and local funding sources; and

WHEREAS, it is in the best interest of the City to clearly designate Ian Adams as the authorized signatory for all grants and projects he currently manages as well as any grants or projects that may be assigned to him in the future in his capacity as Community Development Project Manager, in order to ensure efficient administration, timely compliance, and continuity of operations; and

WHEREAS, the City Commission finds that this delegation of authority is necessary and appropriate for the proper administration of City grants and projects;

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Tucumcari, New Mexico, that:

1. Ian Adams, Community Development Project Manager, is hereby designated and authorized as the official signatory for all grants and projects that he currently manages or that may be assigned to him in the future in his capacity as Community Development Project Manager. This authority includes, but is not limited to, the execution of grant applications, grant agreements, amendments, progress reports, reimbursement requests, draw requests, certifications, and any other documents required by federal, state, or other funding agencies.
2. This designation applies to all current grants and projects under Ian Adams' management, as well as any grants or projects that may be assigned to him at any time in the future, whether through new funding opportunities, project reassignments, changes in responsibilities, or otherwise.

3. Resolution No. 2026-16 is hereby superseded and replaced in its entirety. Any prior delegation of signatory authority inconsistent with this Resolution is revoked to the extent of any conflict.
4. The City Manager, City Clerk, and all other City staff are directed to take all necessary actions to implement this Resolution and to notify all relevant funding agencies of the authorized signatory.
5. This Resolution delegates signatory authority only. Once a grant, contract, agreement, or other document has been properly approved by the City Commission or the City Manager in accordance with the City's policies and procurement code, Ian Adams is authorized to execute (sign) such documents on behalf of the City. This Resolution does not grant authority to approve projects, contracts, expenditures, or other matters that require separate approval by the City Commission or City Manager.
6. Ian Adams is further authorized to be designated as the City's Authorized Representative or Sponsor Representative for any grants he manages, and to execute any documents requiring such designation.
7. This delegation of signatory authority shall remain in full force and effect until modified, amended, or revoked by the City Commission.
8. This Resolution shall take effect immediately upon its passage and approval.

PASSED, ADOPTED, AND APPROVED this 23 day of July, 2026.

CITY COMMISSION OF THE CITY OF TUCUMCARI, NEW MEXICO

Marcella Willis

Marcella Willis, Mayor

ATTEST:

Kristen Bruthard, Deputy City Clerk

Angelica M. Gray, City Clerk