



Cumberland County

27 Northport Dr
Portland, ME 04103

Position Paper

File #: 25-113

Agenda Date: 10/20/2025

Agenda Item Request:

First Reading of proposed amendments to the *Cumberland County Government By-laws*, which establish an alternative disbursement warrant authority and incorporate the Board's previously approved Public Participation Policy into the By-laws.

Background and Purpose of Request:

After discussing recommended financial policies with the County Auditors, staff recommend that the Commissioners amend the *Cumberland County Government By-laws* to clearly establish the authority and procedures for one Board member to sign County Treasurer disbursement warrants. Under this proposed amendment, a majority of the members of the Board may delegate review, approval, and signature authority to one Board member so that the designated Board member may approve disbursement warrants individually and outside of a public Board meeting.

Staff recommend that the Public Participation Policy that was adopted by the Board at the September 15, 2025 meeting be incorporated into the By-laws as an Appendix. This will ensure that the Policy remains visible to the public and is not misplaced overtime.

Funding Amount and Source: N/A.

Effective Date: Effective if approved after second reading.

Attachments: Proposed Amendments to By-Laws.