

RESOLUTION NO. 2026-5509

UPDATING AND CLARIFYING AUTHORIZED SIGNERS ON CITY FINANCIAL ACCOUNTS

WHEREAS, the City's former Finance Director/Treasurer resigned effective February 2, 2026, and the Common Council adopted Resolution No. 2026-5497 to remove the outgoing Finance Director/Treasurer and to designate the Deputy Treasurer as an authorized signer on an interim basis until the position was filled; and

WHEREAS, the Common Council desires to clarify and update authorized signer designations to reflect the filled position and to establish position-based authorizations that ensure continuity, internal controls, and administrative efficiency;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Kaukauna, Wisconsin that:

**1. Rescission of Interim Authorization.**

The interim authorized signer designation set forth in Resolution No. 2026-5497 is hereby superseded and replaced by the authorizations contained in this Resolution.

**2. Position-Based Authorized Signers.**

The following City positions are hereby designated as authorized signers on all City bank, investment, and financial accounts, by virtue of holding the position:

- Treasurer
- Deputy Treasurer
- Mayor
- City Clerk

**3. Removal of Former Officials.**

Any individual previously serving in one of the above positions who no longer holds such position is hereby removed as an authorized signer on all City financial accounts, effective immediately.

**4. Continuity of Authority.**

Authorized signer status shall automatically attach to the individual appointed or elected to any position listed in Section 2 without the need for additional Common Council action, unless otherwise directed by the Common Council.

**5. Administrative Implementation.**

City staff is directed to provide certified copies of this Resolution and approved minutes to the City's financial institutions and to execute any documents necessary to implement this Resolution.

Introduced and adopted this 21<sup>st</sup> day of April 2026

APPROVED: \_\_\_\_\_  
Anthony J. Penterman, Mayor

ATTEST: \_\_\_\_\_  
Kayla Nessmann, Clerk