



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: January 4, 2023

Originating Department: Finance Department

Agenda Title: Designation of Signatories for Town Bank Accounts

Approved by Town Manager: Bambi McKibbin-Turner **Date:** 12/29/22

Cost of Item: \$0.00 **Funding Source:** N/A

Account Number: **Finance Signature:** Jeffrey P. Duvall

Digitally signed by Jeffrey P. Duvall
DN: cn=Jeffrey P. Duvall, o=, email=jduvall@lakeparkflorida.gov, c=US
Date: 2022.12.28 17:11:04 -0500

Advertised:

Date: N/A **Newspaper:**

Attachments: Town Resolution, Attachment "A"; Bank Signature Cards, Attachment "B"

Bank Master Resolution and Authorization Attachment "C"

Please initial one:

Yes I have notified everyone

X Not applicable in this case

Summary Explanation/Background:

The Lake Park Code of Ordinances Sec. 2-222 requires three signatures on all Town checks. They are to be the Mayor, the Vice-Mayor, and the Finance Director, with an alternate in case of unavailability of the Mayor or Vice-Mayor for signatures. At its December 7, 2022 Regular Commission Meeting, the Commissioners agreed to include Commissioners Roger Michaud and John Linden along with Vice-Mayor Kimberly Glas-Castro and Finance Director Jeffrey Duvall. This resolution codifies that decision.

Recommended Motion:

I move to adopt Resolution 05-01-23.