
AGENDA ITEM

TO: Tim Vandall, City Administrator
FROM: Elizabeth Sanford, Finance Director
DATE: December 15, 2023
SUBJECT: Banking Services Agreement

The City's current bank, Commerce Bank, recently closed their Lansing branch office. The city would like to bank that has a branch office in Lansing. Staff sent out an RFP for banking services to all local banks with branch offices in Lansing. The city received proposals from the Citizens National Bank, Commerce Bank, Country Club Bank, and Exchange Bank & Trust.

Staff evaluated the proposals and eliminated two banks due to the following:

- Commerce Bank does not have a local branch and would require additional staff time to make daily deposits at the closest branch in Leavenworth.
- Commerce Bank and Exchange Bank & Trust offered lower interest rates than the two other banks that submitted proposals.

Staff then met personally with officers from Country Bank and The Citizens National Bank. Staff is recommending the city enter into a banking service agreement with Country Club Bank based the ability for staff to initiate wire transfers electronically, place ACH filters/blocks on the accounts, and the type of account (automatic sweep) available for the general checking account.

A purchasing card program was initially included in the RFP, but after consideration, staff recommends remaining with Commerce Bank for this program. There is a considerable amount of work involved in switching banks, and removing the purchasing card program would eliminate some of that effort.

Action:

Staff recommends that the council authorize staff to execute an agreement with Country Club Bank for banking services..

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