AGENDA ITEM ANALYSIS

Project/Issue Name:	25-R-26 A Resolution of the City Council Appointing New Authorized Signers for the City's Municipal Court Account with Arvest Bank and Modifying the Process by Which the City is to Provide Notice of any Personnel Changes Affecting Such Authorized Signers.
Submitted By:	Bob Ford | Chief Financial Officer
Date:	July 15, 2025

Issue Statement

To appoint check signers for the City of Republic Municipal Court Bank Account with Arvest Bank.

Discussion and/or Analysis

The City of Republic needs two approved check signers for the Municipal Court Bank Account with Arvest Bank. Until the date of Judge McBride's resignation, the approved signers were:

Benjamin McBride	Judge
Kymberly Winkler	Municipal Court Clerk

However, with Judge McBride's resignation on June 18, 2025, the City requested that Arvest Bank remove him as a signer effective that day, which left only one authorized signer.

- Timing is a bit off here, but since we removed Judge McBride the day of his resignation, it required the City to name Judge Doran as a signer to replace Judge McBride without City Council approval.
- Arvest Bank consented to these changes without a resolution approving such action on the promise that the City would provide such a resolution after the July 15th City Council Meeting.
- Furthermore, so that the process for identifying signers for the Municipal Court Bank Account is consistent with the process currently in place for the City's Operating and Bond Accounts, Bank account signers for the City of Republic Municipal Court Account shall be designated specific to the following roles ("Designated Signer Role").
    - Judge
    - Municipal Court Clerk
- Therefore, and effectively immediately, current account signers for the City of Republic Arvest bank accounts shall be those individuals employed by the City of Republic currently occupying the Designated Signer Role and shall be:
    - Judge — David Doran
    - Municipal Court Clerk — Kymberly Winkler
- Additionally, if the individual identified above in the Designated Signer Roles shall change, the City Administrator, Acting City Administrator or Chief Financial Officer has authority to replace as an account signer the individual then occupying the Designated Signer Role for the City of Republic and shall provide any such updates in writing to Arvest Bank.

Recommended Action

Staff request approval of the recommended check signers for the City of Republic Municipal Court Bank Account with Arvest Bank.