



STAFF REPORT

Meeting Type: City Council
Meeting Date: January 21, 2025
From: Tyler Deems, City Manager
Subject: Resolution 2025-02: Updating Bank Signatories

DECISION TO BE MADE:

Whether to adopt Resolution 2025-02, updating the signatories on City bank accounts.

BACKGROUND / CONTEXT:

As the Council is aware, the City recently hired Tyler Wallace as our new Finance Director. Per past practice, as Finance Director Mr. Wallace should be added as a signer on our bank accounts, making him available to sign checks for both accounts payable and payroll purposes.

Additionally, per past practice, the Mayor and Council President should be added as signatories. Following the recent general election and Council President selection, this would require removing Stan Pulliam and Laurie Smallwood as signatories, and adding Kathleen Walker and Don Hokanson.

Our financial institutions require a resolution to make these signatory changes.

BUDGET IMPACT:

None.

RECOMMENDATION:

Staff recommends approval of Resolution 2025-02, a resolution updating the signatories on City bank accounts.

SUGGESTED MOTION LANGUAGE:

"I move to approve Resolution 2025-02."

LIST OF ATTACHMENTS / EXHIBITS:

- Resolution 2025-02, a resolution updating the signatories on City bank accounts.