



CITY COUNCIL AGENDA ITEM COVER SHEET

Meeting Date: 01/06/2025

Department: Finance Department

Prepared By: Crystal Postell, Director of Finance

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AGENDA ITEM TITLE

Resolution 26 – 02: Revise the Bank Signatories

SUMMARY

Pursuant to N.C.G.S. § 159-25, the City of Trinity must maintain dual signatures on all checks at all times as a required internal control. Each check must bear the signature of the appointed Finance Director and one additional authorized individual to ensure adequate segregation of duties and safeguard public funds.

The following individuals are hereby authorized to sign checks, drafts, and other orders for the payment of money, and to conduct other banking transactions on behalf of the City of Trinity with First Bank, Pinnacle, and the North Carolina Capital Management Trust.

- **Crystal Postell, Finance Director**
- **Michael Burroughs, City Manager**
- **Richard McNabb, Mayor**
- **Lisa Beam, Payroll Administrator** *(optional, if needed)*

RECOMMENDED ACTION

Staff recommends that the Trinity City Council approves and adopts Resolution 26 – 02.

ATTACHMENTS

Resolution 26 – 02