

**ROSEVILLE**  
**REQUEST FOR COUNCIL ACTION**

Date: January 6, 2020  
Item No.: 9.e

Department Approval



City Manager Approval



Item Description: Designation of Official Bank Signatories for 2020

1 **BACKGROUND**

2 State Statute requires the City to designate officials with the authority to sign checks for payment of  
3 goods and services. This includes checks processed through the City's payroll and accounts payable  
4 systems.

5  
6 Traditionally, the Mayor, City Manager, and Finance Director have been designated as authorized  
7 individuals.

8 **POLICY OBJECTIVE**

9 The designation of official bank signatories is required under State Statute.

10 **FINANCIAL IMPACTS**

11 Not applicable.

12 **STAFF RECOMMENDATION**

13 Staff Recommends that Mayor Dan Roe, City Manager Pat Trudgeon, and Interim Finance Director  
14 Jason Schirmacher be designated as official signatories for 2020.

15 **REQUESTED COUNCIL ACTION**

16 Adopt the attached resolution designating the Mayor, City Manager, and Interim Finance Director as  
17 official signatories for 2020.

18

Prepared by: Jason C Schirmacher, Interim Finance Director

Attachments: A: Resolution designating the Mayor, City Manager, and Interim Finance Director as official signatories  
for 2020

**EXTRACT OF MINUTES OF MEETING  
OF THE CITY COUNCIL  
CITY OF ROSEVILLE  
RAMSEY COUNTY, MINNESOTA**

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the 6th day of January, 2020 at 6:00 p.m.

The following members were present: \_\_\_\_\_. The following were absent: \_\_\_\_\_

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF DESIGNATION OF BANK SIGNATORIES**

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Roseville that the following persons are designated official signatories for the City of Roseville for 2020:

- ❖ Daniel J. Roe, Mayor
- ❖ Patrick Trudgeon, City Manager
- ❖ Jason C. Schirmacher, Interim Finance Director

The motion for the adoption of the foregoing resolution was duly seconded by member \_\_\_\_\_ and upon a vote being taken thereon, the following voted in favor thereof: \_\_\_\_\_, and the following voted against the same: \_\_\_\_\_

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA            )  
  ) SS  
COUNTY OF RAMSEY            )

I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 6th day of January, 2020 with the original thereof on file in my office.

WITNESS MY HAND officially as said Manager and the corporate seal of the City this 6th day of January, 2020.

\_\_\_\_\_  
Patrick Trudgeon  
City Manager

(SEAL)