


REQUEST FOR COUNCIL ACTION

Date: **1/07/2019**
Item No.: **9.e**

Department Approval

Christopher K. Miller

City Manager Approval

Patricia Trudgeon

Item Description: Designation of Official Bank Signatories for 2019

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.

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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 Finance Director Chris Miller
14 be designated as official signatories for 2019.

15 **REQUESTED COUNCIL ACTION**

16 Adopt the attached resolution designating the Mayor, City Manager, and Finance Director as official
17 signatories for 2019.

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Prepared by: Jason C Schirmacher, Assistant Finance Director

Attachment: A: Resolution designating the Mayor, City Manager, and Finance Director as official signatories for 2019

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**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 7th day of January, 2019 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 2019:

- ❖ Daniel J. Roe, Mayor
- ❖ Patrick Trudgeon, City Manager
- ❖ Christopher K. Miller, 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 7th day of January, 2019 with the original thereof on file in my office.

WITNESS MY HAND officially as said Manager and the corporate seal of the City this 7th day of January, 2019.

Patrick Trudgeon
City Manager

(SEAL)