



Item
Meeting 2012 May 7

COUNCIL REPORT

TO: CITY MANAGER **DATE:** 2012 April 24
FROM: DIRECTOR FINANCE **FILE:** 7750 - 00
SUBJECT: SIGNING OFFICERS - BANK
PURPOSE: To request Council approval to change signing officers on City bank accounts.

RECOMMENDATION:

- 1. THAT** the signing officers for the operating investment transaction accounts, the operating disbursement accounts and the U.S. bank account be as follows;

D. Jorgenson, R. Klimek, R. Tan, K. Lai, C. Hoang, K. Chow Tan, the Mayor, any two of them; and
- 2. THAT** the signing officers for the payroll bank account be as follows;

D. Jorgenson, R. Klimek, R. Tan, K. Lai, C. Hoang, K. Chow Tan, any one of them for up to and including \$3,500.00 and any two of them for over \$3,500.00.

REPORT

The retirement of Rick Earle from the position of Deputy City Manager (and formerly Director Finance) and the return of Kimberly Chow Tan, Asset Manager, makes it necessary to amend the bank account signing officers.

Council's approval for this recommendation is requested.

Denise Jorgenson
DIRECTOR FINANCE

DJ:nl