
TO: CITY MANAGER **DATE:** 2014 January 08
FROM: DIRECTOR FINANCE **FILE:** 7750-00
SUBJECT: SIGNING OFFICERS - BANK
PURPOSE: To change signing officers on City bank accounts.

RECOMMENDATIONS:

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

D. Jorgenson, R. Klimek, N. Kassam, R. Grewal, 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, N. Kassam, R. Grewal, K. Lai, C. Hoang,
K. Chow-Tan, any one of them for up to and including \$4,000 and
any two of them for over \$4,000.

REPORT

The appointment of Noreen Kassam to the position of Assistant Director Financial Planning & Capital Equity make it necessary to amend the bank account signing officers.

Council's approval for this recommendation is requested.



Denise Jorgenson
DIRECTOR FINANCE

DJ:DS/ml