

Council Business Meeting

May 17, 2022

Agenda Item	Resolution No. 2022-11 Authorizing Signatures, Including Facsimile Signatures, for Banking Services on Behalf of the City of Ashland	
From	Alison Chan	Interim Finance Director
Contact	Alison.Chan@ashland.or.us	

SUMMARY

In order to conduct the business of the City, it is necessary to update authorized bank signatures on the accounts for the City of Ashland.

POLICIES, PLANS & GOALS SUPPORTED

Administrative/Governance goal:

“To ensure on-going fiscal ability to provide desired and required services at an acceptable level”

PREVIOUS COUNCIL ACTION

Council adopted Resolution 2021-20 on August 3, 2021 which established the list of authorizing signatures.

BACKGROUND AND ADDITIONAL INFORMATION

As staff changes continue to occur, it is necessary for Council to approve an update to the list of authorized signatures. Moving forward under the City Manager form of government, only positions will be listed. Employee names were removed to streamline the process as staff turnover.

FISCAL IMPACTS

N/A

STAFF RECOMMENDATION

Staff recommends that Council adopt the attached resolution.

ACTIONS, OPTIONS & POTENTIAL MOTIONS

I move to adopt Resolution No. 2022-xx entitled, “A resolution authorizing signatures, including facsimile signatures, for banking services on behalf of City of Ashland.”

REFERENCES & ATTACHMENTS

Attachment 1: Resolution No. 2022-XX; a resolution authorizing signatures, including facsimile signatures, for banking services on behalf of City of Ashland

1 **RESOLUTION NO. 2022-11**

2 A RESOLUTION AUTHORIZING SIGNATURES, INCLUDING FACSIMILLE
3 SIGNATURES, FOR BANKING SERVICES ON BEHALF OF THE CITY OF ASHLAND

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5 **NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ASHLAND, OREGON,**
6 **RESOLVES AS FOLLOWS:**

7 SECTION 1. In compliance with the adoption of the Council-Manager form of government, the
8 following positions are authorized to sign on behalf of the City, orders for payment or
9 withdrawal of money:

- 10 **City Manager**
- 11 **Deputy City Manager**
- 12 **City Recorder**
- 13 **Finance Director**
- 14 **Human Resource Director**
- 15 **Financial Systems Manager**

16 SECTION 2. All prior authorizations are hereby superseded.

17 SECTION 3. Any designated depository (“Bank”) of the City of Ashland is authorized and
18 directed to honor and pay any checks, drafts, or other orders for payment of money withdrawing
19 funds from any account of the City when bearing or purporting to bear the facsimile signatures of
20 the person listed in Section One of this resolution whether such facsimile signatures are made by
21 stamp, machine, or other mechanical device. The Bank is authorized and directed to honor and
22 to charge the City for such checks, drafts, or other orders for the payment of money, regardless
23 of how or by whom such actual or purported facsimile signatures were made, provided they
24 resemble the facsimile signatures duly certified to and filed with the Bank by the City.

25 SECTION 4. This resolution is effective upon adoption.

26 ADOPTED by the City Council this _____ day of May, 2022.

27 ATTEST:

28 _____
29 Melissa Huhtala, City Recorder
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SIGNED and APPROVED this _____ day of _____, 2022.

Julie Akins, Mayor

Reviewed as to form:

Katrina L. Brown, City Attorney