Baldwin County Commission

Legislation Text

File #: 19-2161, **Version:** 1

Meeting Type: BCC Work Session
Meeting Date: 10/8/2019
Item Status: New
From: Donna G. Bryars, Interim Clerk/Treasurer
Submitted by: Makayla Shiver, Jr. Staff Accountant

ITEM TITLE
Resolution #2020-012 - Authorization for Chairman and Clerk/Treasurer to Sign Bank Documents

STAFF RECOMMENDATION
Adopt Resolution #2020-012, authorizing Chairman, Charles Gruber, and Adria Cian Harrison, Clerk/Treasurer, to sign all necessary bank documents such as bank signature cards, bank resolutions, bank night depository agreements, etc. that must be updated.

BACKGROUND INFORMATION

Previous Commission action/date: N/A

Background: Various bank documents must be updated with the Chairman's information and the Clerk/Treasurer's information. The above action authorizes the Chairman and Clerk/Treasurer to sign all such documents.

FINANCIAL IMPACT

Total cost of recommendation: N/A

Budget line item(s) to be used: N/A

If this is not a budgeted expenditure, does the recommendation create a need for funding?   N/A

LEGAL IMPACT

Is legal review necessary for this staff recommendation and related documents?
N/A

Reviewed/approved by: N/A

Additional comments: N/A

ADVERTISING REQUIREMENTS

Is advertising required for this recommendation?   N/A

If the proof of publication affidavit is not attached, list the reason: N/A

FOLLOW UP IMPLEMENTATION

For time-sensitive follow up, select deadline date for follow up: Yes

Individual(s) responsible for follow up:

1. Department and Individual responsible for follow up activities on recommendation: Administration and Finance Department
2. Specific action/actions required as follow up: Administration will get the Chairman to sign Resolution #2020-012 and required bank documents. The Finance Department will get the Chairman to sign bank documents and deliver them to the banks.

Action required (list contact persons/addresses if documents are to be mailed or emailed):   N/A

Additional instructions/notes: N/A