



# Baldwin County Commission

## Legislation Text

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**File #:** 19-2221, **Version:** 1

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**Meeting Type:** BCC Regular Meeting  
**Meeting Date:** 10/15/2019  
**Item Status:** New  
**From:** Adria Cian Harrison, Clerk/Treasurer  
**Submitted by:** Makayla Shiver, Jr. Staff Accountant

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### **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