



THE CITY OF KEY WEST
Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

MEMORANDUM

EXECUTIVE SUMMARY

TO: Patti McLauchlin
City Manager

FROM: Mark Z. Finigan *MBF*
Finance Director

DATE: January 10, 2022

RE: Designating certain City personnel for withdrawal of City funds from First State Bank and other authorized depositories

ACTION STATEMENT:

Request that immediately upon passage Christina Bervaldi be added to the list of designated signatures for the withdrawal of funds from First State Bank and other authorized depositories of City funds. Additionally, request the removal of Mark Z. Finigan as designated signor.

BACKGROUND:

Resolution 21-048 currently designates any combination of two signatures to the following personnel: City Manager Patti McLauchlin, City Clerk Cheryl Smith, and Finance Director Mark Finigan.

OPTION:

1. The Commission can approve the resolution as recommended by staff.
2. The Commission can disapprove the resolution and direct staff to change the designated personnel names.

Recommendation:

Approve.