



MEMORANDUM

Date: February 4, 2025

To: Honorable Mayor and Commissioners

Via: Brian L. Barroso
City Manager

From: Christina Bervaldi
Finance Director

Subject: Designating City Personnel for Withdrawal of City Funds from First State Bank and All Other Authorized Depositories

Introduction

The City Manager's Office requests the approval of the designation of City Manager Brian L. Barroso, City Clerk Keri O'Brien, and Finance Director Christina Bervaldi as the City of Key West authorized signatories for the withdrawal of funds from First State Bank and all other authorized depositories. The City Manager's Office also requests the removal of Albert Childress as designated signatory.

Background

City of Key West Resolution 23-196 currently authorizes the combination of two of the signatures of former City Manager Albert Childress, City Clerk Keri O'Brien, and Finance Director Christina Bervaldi, to withdraw funds, including wire transfers, of City of Key West funds from First State Bank and all other authorized depositories.

On January 8, 2025, Brian L. Barroso was hired as the City of Key West's City Manager. This change in staffing requires the City to amend the signatories for the withdrawal of funds from our banking institutions.

Procurement

None.

Recommendation

The City Manager's Office recommends the Mayor and Commission approve the resolution authorizing the designation of City Manager Brian L. Barroso, City Clerk Keri O'Brien, and Finance Director Christina Bernaldi as the City of Key West's designated signatories for the withdrawal of funds from First State Bank and other all authorized depositories of City funds.

Exhibits:

Exhibit A – Resolution 23-196