




THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

MEMORANDUM

To: Jim Scholl, City Manager

From: Mark Z. Finigan, Finance Director 

CC: Sarah-Hannah-Spurlock, Assistant City Manager
Cheryl Smith, City Clerk
Mark Finigan, Finance Director

Date: September 3, 2015

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

Action: Request that Mark Finigan, Finance Director 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 that Nancy Kielman be removed.

Background: Resolution 14-185 currently designates any combination of two signatures to the following personnel: Sarah Hannah-Spurlock, Assistant City Manager Cheryl Smith, City Clerk and Nancy Kielman.

Options:

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.