

**TO: MAYOR AND CITY COUNCIL**  
**FROM: LANELL ENDRES, INTERIM CITY ADMIN/FINANCE DIRECTOR**  
**SUBJECT: UPDATE BANK SIGNATURE CARDS**  
**MEETING DATE: FEBRUARY 20, 2018**

**BACKGROUND**

The City is required to have two live signatures on our accounts payable and payroll checks. Due to the recent changes in personnel, I am requesting Council authorization to update the bank signature cards by appointing the following employees as approved signatories: Lyman Robinson, Dave Maroney and Lanell Endres.

**REQUESTED COUNCIL ACTION**

I respectfully request a motion to updated the bank signature cards as noted