



**Action Requested/Required:**

- Vote/Action Requested
- Discussion or Presentation Only
- Public Hearing
- Report Date: \_\_\_\_\_
- Hearing Date: \_\_\_\_\_
- Voting Date: \_\_\_\_\_

**Department:** City Management **Presenter(s) & Title:** Nathan Ingram, Assistant City Manager

**Agenda Item Title:**

Discussion and Possible Approval of Resolution to Authorize Check Signers for the City of Canton Bank Accounts

**Summary:**

With one of the City's check signers recently resigning, the City is in need to have another employee added to the list of approved signers. This will mitigate the chance of only one check signer being 'on-site' when payments/checks need to be issued. Currently the signers are: Teresa Fitts, Nathan Ingram, Annie Fortner and Jon Warrix. We are asking that Council consider adding Mrs. Donna Bell, Executive Assistant to the City Manager as an authorized signer. Mrs. Bell has over sixteen years with the City of Canton and has been a valuable member of Team Canton. We are providing this as a presentation item, but would appreciate consideration to expedite this action if Council is amenable to do so.

**Budget Implications:**

Budgeted?  Yes  No  N/A

Total Cost of Project:  Check if Estimated

Fund Source: General Fund  Water & Sewer  Sales Tax  Other:

**Staff Recommendations:**

Staff Recommends Council Consider: Motion to Approve the Resolution to Add Donna Bell to the City's list of Approved Signers for all City of Canton Bank Accounts.

**Reviews:**

Has this been reviewed by Management and Legal Counsel, if required?  Yes  No

**Attachments:**

Resolution to Approve Check Signers

**RESOLUTION AUTHORIZING CHECK SIGNERS  
FOR CITY OF CANTON BANK ACCOUNTS**

WHEREAS, the City of Canton has bank accounts which require the authorization of certain positions and/or individuals to sign City bank account checks; and

WHEREAS, the Mayor and City Council find that it is necessary and desirable to update and specify those positions and/or persons it has determined are authorized to sign the City's checks;

NOW THEREFORE, it is hereby resolved that the following positions and/or individual persons be authorized to sign checks on behalf of the City of Canton for demand deposit accounts:

Nathan Ingram, Assistant City Manager  
Annie Fortner, City Clerk

Teresa Fitts  
Jon Warrix  
Donna Bell

This resolution adopted on \_\_\_\_\_, 2024

\_\_\_\_\_  
Attest: Annie Fortner  
City Clerk

\_\_\_\_\_  
Bill Grant  
Mayor

\_\_\_\_\_  
Approved as to form: Robert M. Dyer  
City Attorney