



## MEMORANDUM

**TO:** CITY COUNCIL

**FROM:** NICOLE VALENTINE, ADMINISTRATIVE SERVICES DIRECTOR

**SUBJECT:** ADOPTION OF A RESOLUTION UPDATING THE NAME OF THE CITY'S ACCOUNTING MANAGER IN THE LIST OF THOSE WHO ARE AUTHORIZED TO DEPOSIT CITY FUNDS IN VARIOUS FINANCIAL INSTITUTIONS

**DATE:** OCTOBER 26, 2021

### **SUMMARY OF ACTION:**

Designate the name of the City's Accounting Manager in the list of employees who are authorized to deposit City funds in various financial institutions and to enter into banking or investment arrangements.

### **IMPACT ON FINANCIAL AND PERSONNEL RESOURCES:**

There are no significant financial or personnel resource impacts to updating the Resolution.

### **RECOMMENDATION:**

It is recommended the City Council adopt a Resolution authorizing the deposit of City funds in various financial institutions and updating the names of designated employees in certain positions who are authorized to make deposits of City funds and enter into banking or investment arrangements.

### **BACKGROUND:**

In 2010, the City Council adopted Resolution No. 4291, which authorized the deposit of City funds in various financial institutions and authorized certain employees to act on behalf of the City in banking or investment relationships. Since that time, the Resolution has been updated as position titles and banking regulations have changed.

### **ANALYSIS OF ISSUES:**

Regulations for the banking industry require that the City's Resolution include the names of the employees currently serving in the position, rather than just the titles. This will necessitate a more frequent updating of the Resolution as staffing changes occur; however, it is unlikely to be a significant impact to the City. The proposed Resolution includes an update to the name of the Accounting Manager. The City recently hired a new Accounting Manager, who began work with the City on October 15, 2021, and who should

**CITY COUNCIL**

**ADOPTION OF A RESOLUTION UPDATING THE NAME OF THE CITY'S ACCOUNTING MANAGER IN THE LIST OF THOSE WHO ARE AUTHORIZED TO DEPOSIT CITY FUNDS IN VARIOUS FINANCIAL INSTITUTIONS**

**OCTOBER 26, 2021**

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be added to the Resolution to enable her to manage the City's bank accounts. No other changes are proposed at this time.

**ALTERNATIVES:**

The following alternatives are provided for the Council's consideration:

1. Adopt the Resolution as presented;
2. Modify and adopt the Resolution; or
3. Provide other direction to staff.

**ADVANTAGES:**

Updating the Resolution will reflect the current names of the persons authorized to enter into banking and investment relationships for the City, and provides documentation compliant with banking regulations

**DISADVANTAGES:**

No disadvantages exist.

**ENVIRONMENTAL REVIEW:**

No environmental review is required for this item.

**PUBLIC NOTIFICATION AND COMMENTS:**

The Agenda was posted at City Hall and on the City's website in accordance with Government Code Section 54954.2.

Attachment:

1. Proposed Resolution

## **RESOLUTION NO.**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARROYO GRANDE AUTHORIZING THE DEPOSIT OF CITY FUNDS IN VARIOUS FINANCIAL INSTITUTIONS**

**WHEREAS** the City of Arroyo Grande normally has excess funds not currently needed to fund operating expenditures, and such excess funds are currently deposited by prior agreement with various financial institutions, including, but not limited to the State Local Agency Investment Fund (LAIF); and

**WHEREAS**, Government Code Section 53635 distinguishes between “deposits” and “investments”, and specifically provides that City monies shall be “deposited” in State or National banks, or State or Federal savings and loan associations, or may be “invested” in specified instruments; and

**WHEREAS**, eligible financial institutions include banks and savings and loans and are used primarily for active demand deposits (checking accounts and passbook savings), inactive deposits (non-negotiable time certificates), and investment instruments; and

**WHEREAS**, eligible financial institutions require a listing of authorized signers who are legally approved to perform financial transactions on behalf of the City, which may be modified from time to time due to changes in staffing.

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of Arroyo Grande as follows:

1. That the City of Arroyo Grande employees in the positions listed below are hereby authorized to enter into agreements to deposit or withdraw money from financial institutions located in California, including United States branches of foreign banks licensed to do business in California, upon a determination of financial soundness of such financial institutions, by the City of Arroyo Grande.

Director of Administrative Services/City Treasurer  
Accounting Manager  
City Manager

2. That the employees listed below are currently filling the designated positions as of the date of this Resolution.

Director of Administrative Services/City Treasurer: Nicole Valentine  
Accounting Manager: Lynda Horejsi  
City Manager: Whitney McDonald

3. This Resolution supersedes Resolution 5037 dated October 13, 2020, and any and all other resolutions inconsistent herewith.

**RESOLUTION NO.**

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On motion of Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_, and on the following roll call vote, to wit:

**AYES:**

**NOES:**

**ABSENT:**

the foregoing Resolution was passed and adopted this 26<sup>th</sup> day of October, 2021.

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CAREN RAY RUSSOM, MAYOR

ATTEST:

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JESSICA MATSON, CITY CLERK

APPROVED AS TO CONTENT:

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WHITNEY MCDONALD, CITY MANAGER

APPROVED AS TO FORM:

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TIMOTHY J. CARMEL, CITY ATTORNEY