



TO: Mayor Shaun Sipma
Members of the City Council

FROM: David Lakefield, Finance Director

DATE: February 7, 2022

SUBJECT: **Approval Subrecipient Agreement with Souris River Joint Board**

I. RECOMMENDED ACTION

The recommendation is to approve the attached resolution updating the authorized signatories on the City's bank accounts.

II. DEPARTMENT CONTACT PERSONS

David Lakefield 857-4774
Harold Stewart 857-4750

III. DESCRIPTION

A. Background

The current City Treasurer, Penny Johnson, is retiring on April 29th. Melody Shelkey has been selected to replace Penny. This transition requires the Council to authorize Melody to sign on behalf of the City.

B. Proposed Project

Approve the resolution authorizing the Finance Director and Treasurer to sign checks and other instruments drawn on City accounts on behalf of the City.

C. Consultant Selection

N/A

IV. IMPACT:

A. Strategic Impact:

This resolution provides a smooth transition of the duties of the Treasurer..

B. Service/Delivery Impact:

This authorization will allow the new Treasurer to conduct the business of the City and provide a smooth transition.

C. Fiscal Impact:

N/A

V. TIME CONSTRAINTS
ASAP

VI. CITY COUNCIL ASPIRATIONS

These agreements achieve all of the City Council Aspirations: Resilient and Prepared. It provides a smooth transition of power and will allow business to continue with no interruptions.

VII. LIST OF ATTACHMENTS

1. Resolution Updating Authorized Signatories