



City Council Agenda Item Summary Report

Meeting Date:

May 2, 2023

Submitted by:

Deborah Woodham, Director of Finance

Item Title:

Consider approval to remove signer from American National Bank account.

Consent Item []

Public Hearing Item []

Action Item []

Documentation Attached:**Recommended Action:**

Staff recommends approval.

Item Summary:

American National Bank requires two authorized signatures on each check issued by the City. The current authorized signers are:

Amanda Lewis, Mayor
Deborah Woodham, Director of Finance
Dorothy Brooks, City Secretary
Charles W. Daniels, City Manager
Karl Zook, Deputy City Manager

The cards need to be amended to remove Dorothy Brooks due to her resignation and Amanda Lewis due to the upcoming election.