

Councilmember introduced the following resolution and moved for its adoption:

**RESOLUTION #22-149**

**RESOLUTION AUTHORIZING SIGNATURES FOR FINANCIAL TRANSACTIONS**

**WHEREAS**, in order to conduct the business affairs of the City, the Council authorizes two of its members, the City Administrator and certain members of staff to sign financial documents on behalf of the City; and

**WHEREAS**, except for transfers within the City's accounts, this authorization provides for financial control by requiring two signatures on all such financial documents; and

**WHEREAS**, the Council hereby authorizes Brian Hagen, City Administrator, or Diana J. Lund, Finance Director, or Cynthia Nelson, Assistant Finance Director, to sign checks and other withdrawal documents from the City's checking and money market accounts; and

**WHEREAS**, for the purpose of confirming the authenticity of the documents already signed by one of the individuals named above, and consistent with the City's past financial practice which two signatures are required on all such documents, the Council designates Mark Kuzma, Mayor, or Chris Riley, Acting Mayor as counter-signatures for all such financial documents; and

**WHEREAS**, fund transfers (this also includes electronic fund transfers for payroll, sales tax, and all other taxes that are required to be deposited electronically) between the City's checking and money market accounts are generally verbal instructions and Brian Hagen, City Administrator, or Diana J. Lund, Finance Director, or Cynthia Nelson, Assistant Finance Director, are authorized to make such transactions.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, as follows:**

- 1) That the Ramsey City Council hereby approves the City's authorized signatures for financial transactions as Brian Hagen, City Administrator; Diana J. Lund, Finance Director; and Cynthia Nelson, Assistant Finance Director and further designates Mark Kuzma, Mayor, and Chris Riley, Acting Mayor, as the required counter-signatures.
- 2) That the Ramsey City Council hereby authorizes Brian Hagen, City Administrator; Diana J. Lund, Finance Director; and Cynthia Nelson, Assistant Finance Director, to make fund transfers between the City's checking and money market accounts.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 28th day of June, 2022.

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Mayor

**ATTEST:**

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City Clerk