

# **CONSENT ITEM**

**RE:** Check Signatories

**DEPARTMENT:** Administration

**PROGRAM:** Finance

**RECOMMENDATION:** Staff recommends that the Board approve the authorized signers for all City accounts as presented.

**EXPLANATION:** Check signatories are to be approved by the Board annually. Eric Hanson and Tom Aiken are currently the authorized check signers for all city accounts except for the Balance Sheet Escrow account, the Ballwin Town Center TDD and the Lafayette Older Adult Program (LOAP) account. Eric and Denise Keller are the signers on the Balance Sheet Escrow account as well as the Ballwin Town Center TDD account. Robert Klahr, attorney for the TDD is an additional signer for the TDD account. Denise and Linda Bruer are the signers on the LOAP account, which was added in 2014. The City does not own the funds in this account but serves as a custodian for them.

Denise is approved for transfers to and from all accounts.

<b>Checking Account</b>	<b>Authorized Signers</b>
General	Eric Hanson, Tom Aiken
Payroll	Eric Hanson, Tom Aiken
Escrow	Eric Hanson, Tom Aiken
Bail Bond	Eric Hanson, Tom Aiken
Sewer Lateral	Eric Hanson, Tom Aiken
Balance Sheet Escrow	Eric Hanson, Denise Keller
HRA	Eric Hanson, Tom Aiken
Federal Asset Seizure	Eric Hanson, Tom Aiken
POST	Eric Hanson, Tom Aiken
Telephone Escrow	Eric Hanson, Tom Aiken
Special Allocations TIF	Eric Hanson, Tom Aiken
Ballwin Town Center TDD	Eric Hanson, Denise Keller, Robert Klahr
Lafayette Older Adult Program (LOAP)	Linda Bruer, Denise Keller

**SUBMITTED BY:** Denise Keller, Finance Officer

**DATE:** January 5, 2016