



**TOWN OF MILLIKEN
TOWN BOARD
AGENDA MEMORANDUM**

To: Mayor Woodcock and Board of Trustees	Meeting Date:
From: Courtney Diller, Accounting Technician	Wednesday, May 11, 2016
Via: Kent Brown, Town Administrator	

Agenda Item #	Action:	Discussion:	Information:
	X		
Agenda Title: Approval of Resolution 16-11, authorizing certain individuals to act on behalf of the Town in business with Northstar Bank Colorado and other Financial matters.			
Attachments: Resolution 16-11			

PURPOSE

New signature cards must be completed to reflect changes to remove the former Mayor and Trustees and add the new Mayor and Trustees to the Town accounts at Northstar Bank Colorado.

BACKGROUND

All existing requirements for signatures and financial practices remain the same.

BUDGET IMPLICATIONS

None

STAFF RECOMMENDATION

Staff recommends that the Board of Trustees approve the Resolution and authorize the Mayor to sign.

SUGGESTED ACTION

"I move to approve Resolution 16-11 and authorize the Mayor to sign".

Resolution No. 16-11

TOWN OF MILLIKEN

**A RESOLUTION AUTHORIZING ELECTED OFFICIALS AND SPECIFIED TOWN
STAFF TO CONDUCT BANKING BUSINESS ON BEHALF OF THE TOWN OF
MILLIKEN**

The undersigned Mayor of the Town of Milliken, a corporation duly organized and existing under the laws of the State of Colorado hereby certifies that, at a meeting of the Board of Trustees of the Town of Milliken duly called and held at the Milliken Meeting House, 1201 Broad Street, Milliken, Weld County, Colorado on Wednesday, May 11, 2016 at which meeting a quorum was continuously present, the following resolution was adopted, has been duly entered into the records of the Town of Milliken, and is in conformity with Colorado State Statues,

RESOLVED, that any two of the following persons (one of which must be an elected official):

- Mayor (elected),
- Mayor Pro Tem (elected),
- Board Members (elected),
- Town Administrator (authorized),
- Town Clerk (authorized),

are authorized and empowered to perform any one or more of the following actions for and on behalf of the Town and on such terms and conditions as such Authorized Party may deem advisable in their discretion.

- (a) Open and maintain any safe deposit boxes, lockboxes and escrow, savings, checking, depository, or other accounts with **Northstar Bank Colorado**;
- (b) Assign, negotiate, endorse, and deposit in and to such boxes and accounts any checks drafts, notes and other instruments and funds payable to or belonging to the Town of Milliken;
- (c) Withdraw any funds or draw, sign and deliver in the name of the Town of Milliken any check or draft against funds of the Town of Milliken in such boxes or accounts;
- (d) Implement additional depository and funds transfer service (including, but not limited to, facsimile signature authorizations, wire transfer agreements, night depository agreements, automated clearinghouse agreements and payroll deposit programs);
- (e) Endorse any checks, drafts, notes, or other instruments payable to the Town of Milliken;
- (f) Appoint the Bank as the Company's attorney-in-fact for any purpose (including but not limited to, endorsing any checks, drafts, notes or other instruments payable to the Town of Milliken);
- (g) Execute any documents (including, but not limited to, facsimile signature authorization agreements, wire transfer agreements, automated clearinghouse agreements, payroll deposit agreement, powers of attorney, and waivers) and take any action on behalf of the Town of Milliken to carry out the terms of each of the documents set forth herein and to carry out these resolutions; and
- (h) Designate from time to time the person or persons to receive from the Bank any and all canceled checks and/or statements of account.

And

FURTHER RESOLVED, that the Town Administrator or his/her designee is authorized and empowered to perform any one or more of the following actions for and on behalf of the Town and on such terms and conditions as she/he may deem advisable in her/his discretion. The Town Administrator can designate staff to do the following at her/his discretion

- (a) Open any safe deposit boxes and lockboxes in the name of the Town of Milliken;
- (b) Deposit, after endorsement, in the name of the Town of Milliken's accounts any checks, drafts, notes and other instruments and funds payable to or belonging to the Town of Milliken;
- (c) Transfer funds among the Town's accounts in and between financial institutions.
- (d) Invest monies as required in contracts or Town of Milliken Financial Policy in Certificates of Deposit.
- (e) Transfer direct deposit payroll withholding to employee bank accounts as documented in the town's payroll records.

If the Bank requires clarification as to any of the aforementioned activities undertaken by a designee, the Bank shall contact the Town Administrator.

FURTHER RESOLVED, that the endorsement of items for deposit may be written or stamped with "Town of Milliken" without designating the person making the endorsement;

FURTHER RESOLVED, that the authority and power of any Authorized Party as provided in the preceding of this resolution will continue in full force and effect until the Board of Trustees of the Town of Milliken adopts a resolution amending, modifying or revoking one or more of the provisions of this Resolution and a certified copy of the properly executed resolution is actually received by the Bank; and

FURTHER RESOLVED, that this resolution replaces and supersedes all prior signature cards and signature resolutions on file with the Town and the Bank; and

FURTHER RESOLVED, that the Clerk of the Town of Milliken is authorized from time to time to certify the adoption of the foregoing resolutions to the Bank, the continuing effect of this resolution, and the incumbency of the various parties authorized to exercise the right in this resolution.

The undersigned Mayor certifies that the following persons are duly elected officers or otherwise authorized to act on behalf of the Town in the capacities set forth below and that the following original signatures are genuine in all respects:

<u>Name</u>	<u>Title</u>	<u>Signature</u>
Beau Woodcock	Mayor	_____
Elizabeth Austin	Trustee	_____
Kathleen Burack	Trustee	_____

LeRon Ehrlich	Trustee	_____
Nick Ehrlich	Trustee	_____
Ken Kidd	Trustee	_____
Linda Measner	Trustee	_____
Kent Brown	Town Administrator	_____
Cheryl Powell	Town Clerk	_____

Dated this 9th day of April, 2014

Milt Tokunaga, Mayor

ATTEST:

Cheryl Powell, Town Clerk