

MARSHALLTOWN

— I O W A —

Joel Greer, Mayor
Jessica Kinser, Administrator
Diana Steiner, Finance Director
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FINANCE DEPARTMENT

April 17, 2019

To: Mayor Joel Greer
Members of the City Council

From: Diana Steiner, Finance Director

Re: Close US Bank Checking Account

Policy Issue: N/A.

Recommendation: Staff recommends closing the US Bank Account as it is no longer needed.

Background: The City was using a checking account at US Bank for the Marshall County Department of Motor Vehicles to deposit parking ticket monies collected on behalf of the City.

The County is now depositing the monies in the City's United Bank & Trust checking account, so the US Bank account is no longer needed. In order to close the account, the bank needs documentation of who, specifically by name instead of title, has the authority to close the account.

The attached resolution gives Diana Steiner, City Treasurer/Finance Director, or Jessica Kinser, City Administrator, the authority to close the account at US Bank and deposit the funds in the City's United Bank & Trust account.

Budget Impact: N/A

Attachment: Resolution Approving Closing of US Bank Checking Account

cc: Jessica Kinser, City Administrator