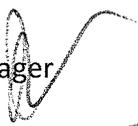


5-B

MEMORANDUM

TO: Mayor and Council

FROM: James R. O'Connor, City Manager   
Cynthia D. Lawson, Finance Director 

DATE: February 9, 2016

SUBJECT: Resolution Authorizing City Manager and Finance Director Signatures

**BACKGROUND:**

In July 2011, Council adopted Resolution 2011-25 establishing James R. O'Connor (as City Manager), Cynthia D. Lawson (as Finance Director), and Javier E. Gonzalez (as Assistant Finance Director) as authorized signers for the City's bank accounts and depositories. This resolution is required by the City's banks and financial institutions as part of the City's internal controls.

The City's Assistant Director of Finance, Javier E. Gonzalez, has resigned effective February 12, 2016. The attached Resolution removes Mr. Gonzalez from the City's list of authorized signers to formalize his removal from access to our banking and financial services accounts.

**RECOMMENDATION:**

Staff recommends that Council approve the attached Resolution.

RESOLUTION NO. 2016 - \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VERO BEACH, FLORIDA REPEALING RESOLUTION 2011-25; AUTHORIZING THE CITY MANAGER AND DIRECTOR OF FINANCE TO ISSUE WARRANTS, CHECKS, AND VOUCHERS OF THE CITY OF VERO BEACH FOR THE PAYMENT OF FUNDS FROM ANY OF THE DEPOSITORIES UTILIZED BY THE CITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, James R. O'Connor is employed as City Manager and Cynthia D. Lawson is employed as Director of Finance for the City of Vero Beach; and

WHEREAS, James R. O'Connor, as City Manager and Cynthia D. Lawson, as Director of Finance, will sign from time to time either the original, or by facsimile signature, all warrants for the payment or transfer of money for the City of Vero Beach,

WHEREAS, Javier E. Gonzales is leaving the employment of the City as the Assistant Director of Finance, who was previously also authorized to execute such documents by Resolution 2011-25,

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF VERO BEACH, FLORIDA, THAT:**

Section 1 – Repeal of Resolution 2011-25.

Resolution 2011-25 is hereby repealed and replaced in its entirety by this Resolution.

Section 2 – Signatories Authorized.

(a) All warrants, checks, and vouchers of the City of Vero Beach for the payment of, and for the withdrawal or transfer of, funds from any of the depositories of the City of Vero Beach, shall be issued by James R. O'Connor, City Manager and Cynthia D. Lawson, Director of Finance, and such warrants, checks, and vouchers so issued shall be honored by the depository upon which the same are drawn, and shall be a binding obligation of the City of Vero Beach.

(b) All checks drawn on any depository established for employee compensation (payroll account) shall be honored by any depository with two signatures of the afore-mentioned City Manager and the Director of Finance.

Section 3 – Effective Date.

This Resolution shall become effective upon final adoption by the City Council.

\*\*\*\*\*

This Resolution was moved for adoption by Councilmember \_\_\_\_\_, seconded by Councilmember \_\_\_\_\_, and adopted on the \_\_\_\_\_ day of \_\_\_\_\_ 2016, by the following vote:

Mayor Jay Kramer \_\_\_\_\_  
Vice-Mayor Randolph B. Old \_\_\_\_\_  
Councilmember Pilar E. Turner \_\_\_\_\_  
Councilmember Richard G. Winger \_\_\_\_\_  
Councilmember Harry Howle III \_\_\_\_\_

IN WITNESS WHEREOF, the City has caused these presents to be executed in its name by its Mayor and its corporate seal to be affixed, attested by its City Clerk, hereunto duly authorized.

ATTEST:

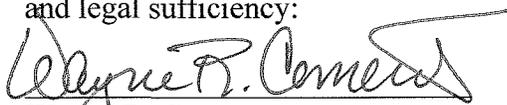
CITY COUNCIL  
CITY OF VERO BEACH, FLORIDA

\_\_\_\_\_  
Tammy K. Vock  
City Clerk

\_\_\_\_\_  
Jay Kramer  
Mayor

[Seal]

Approved as to form  
and legal sufficiency:

  
\_\_\_\_\_  
Wayne R. Coment  
City Attorney

Approved as conforming to  
municipal policy:

  
\_\_\_\_\_  
James R. O'Connor  
City Manager

Approved as to technical  
requirements:

  
\_\_\_\_\_  
Cynthia D. Lawson  
Director of Finance