

101-R-95

A RESOLUTION

**Designating Signatories for Checks
or Warrants Drawn Against
City of Evanston Bank Accounts**

WHEREAS, all checks and warrants drawn upon the City of Evanston, except for the checks or warrants drawn upon the accounts payable imprest account and the payroll imprest account or City bank accounts covered by separate resolutions, are required to be signed on a dual signature basis by the Finance Director or Deputy Finance Director and one of the other officials designated below; and

WHEREAS, all checks or warrants drawn upon the accounts payable imprest account, and the payroll imprest account must be signed by the Finance Director, City Manager, or Deputy Finance Director; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EVANSTON, COOK COUNTY, ILLINOIS:

SECTION 1 That officers or employees in the following positions are authorized signatories of City of Evanston checks and warrants:

City Manager
Finance Director
Deputy Finance Director
Senior Accountant
City Clerk

SECTION 2 That the following are the authorized signatories of the accounts payable and the payroll imprest accounts:

City Manager
Finance Director
Deputy Finance Director

Such checks and warrants shall require one of the signatures authorized herein.