

# TOWN OF PALM BEACH

Information for Town Council Meeting on: June 11, 2019

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To: Mayor and Town Council

Via: Kirk Blouin, Town Manager

From: Jane Le Clainche, Director of Finance

Re: Designation of Parties Authorized to Sign Checks or Warrants on Behalf of the Town  
**Resolution No. 48-2019**

Date: May 30, 2019

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## **STAFF RECOMMENDATION**

Staff recommends that the Town Council approve Resolution No. 48-2019 adding the Town's third party administrator to the authorized parties to sign checks and warrants on behalf of the Town for the payment of liability, property and workman's compensation claims.

## **GENERAL INFORMATION**

Pursuant to sections 2-36 of the Town of Palm Beach Code of Ordinances, the Town Council must designate authorized parties to sign checks and warrants on behalf of the Town.

During the transition of the Town's banking relationship from Wells Fargo to TD Bank, it was discovered that the annual designation of authorized signatories did not include the staff of Preferred Governmental Claim Solutions, the Town's third party administrator (TPA) of liability, property and workman's compensation claims. The TPA issues checks for payment of these claims from an account in the name of the Town of Palm Beach. Funding of the account is made upon submittal and approval of weekly check registers. Release of checks written upon the account is authorized by the Town only after review, approval and funding has been completed. Signature authority for the TPA would be limited to only this one bank account.

## **TOWN ATTORNEY REVIEW**

Town Attorney review is not necessary for this resolution since it is the standard resolution used every year and was previously approved by the Town Attorney.

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Attachment