



CITY OF ARANSAS PASS

AGENDA MEMORANDUM

City Council Meeting of June 7, 2021

Date: June 3, 2021

To: Mayor and City Council

From: Sandra Garcia, Director of Finance
sgarcia@aransaspasstx.gov

Title: Update Bank Signatory

PURPOSE:

Consider and Act on removing Patricia Impens, Accountant, as a signatory from all City bank accounts and adding Ashley Jacobsen, Accountant, as a signatory to all City bank accounts.

BACKGROUND AND FINDINGS:

Ms. Impens last date of employment was May 28, 2021. Ms. Jacobsen was hired as the City's Accountant. She has a BA in Business Administration with a Minor in Information Systems and has a Masters in Accounting.

Below is a list of the signatory for City's bank accounts:

Sandra Garcia-Director of Finance, Mary Juarez-City Secretary, and Henrie Morales-Municipal Court Judge.

Staff Recommendations:

Staff recommends the adding Ashley Jacobsen, Accountant, as a signatory to all City bank accounts.