

June 1, 2023

MEMORANDUM TO: Honorable Mayor and City Council

THRU: Charles P. Potucek  
City Manager

FROM: David J. Felix, CPA  
Chief Financial Officer

SUBJECT: REQUEST FOR AGENDA ITEM PLACEMENT  
RESOLUTION 2023-044, Designation of David Felix as  
Authorized Agent for donation documents

RECOMMENDATION

The City Manager recommends approval.

INITIATED BY

David J. Felix, Chief Financial Officer

BACKGROUND

Recently the City received a donation from a person's estate to the Nancy J Brua Animal Care Facility. The trustee, JPMorgan Chase, is requiring a resolution by the governing board 'naming the individuals who are authorized to sign documents on behalf of the Nancy J Brua Animal Care Facility'. They are also requiring that this resolution be passed within the last 12 months. We have never had this issue before, so we have drafted this resolution to meet their requirements, and any similar ones that may come up in the future.

RESOLUTION 2023-044

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SIERRA VISTA, COCHISE COUNTY, ARIZONA; APPROVING THE DESIGNATION OF THE CITY'S CHIEF FINANCIAL OFFICER AS THE CITY'S AGENT FOR COMPLETING ALL DOCUMENTATION FOR RECEIVING DONATIONS; THE MAYOR AND CHIEF FINANCIAL OFFICER DELIVER SAID APPLICATION ON BEHALF OF THE CITY OF SIERRA VISTA, ARIZONA. AND DIRECTING THE CITY MANAGER, CITY CLERK, CITY ATTORNEY OR THEIR DULY AUTHORIZED OFFICERS AND AGENTS TO TAKE ALL STEPS NECESSARY TO CARRY OUT THE PURPOSES AND INTENT OF THIS RESOLUTION.

WHEREAS, The Federal Tax Code allows people and entities to make tax deductible donations to the City,

WHEREAS, It is in the best interest of the City of Sierra Vista to accept donations when appropriate and advantageous.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SIERRA VISTA, ARIZONA, AS FOLLOWS:

SECTION 1

The settled policy of accepting donations when appropriate and advantageous, be, and hereby is, reaffirmed.

SECTION 2

With the form hereto attached, the City of Sierra Vista, Arizona designates the Chief Financial Officer as its Authorized Agent, to execute paperwork required to receive donations on behalf the City of Sierra Vista, including, but not limited to, the City of Sierra Vista, the Sierra Vista Public Library, the C. Reed Vance Police Station, Nancy J Brua Animal Care Facility, and the Oscar Yrun Community Center.

SECTION 3

The City Manager, City Clerk, City Attorney, or their duly authorized officers and agents are hereby authorized and directed to take all steps necessary to carry out the purposes and intent of this Resolution.

PASSED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE  
CITY OF SIERRA VISTA, ARIZONA, THIS 8<sup>TH</sup> DAY OF JUNE, 2023.

---

CLEA MCCA, II  
Mayor

ATTEST:

---

JILL ADAMS  
City Clerk

APPROVED AS TO FORM:

---

NATHAN J. WILLIAMS  
City Attorney

PREPARED BY:  
DAVID J. FELIX, CPA  
Chief Financial Officer