



Agenda Report

2725 Judge Fran Jamieson
Way
Viera, FL 32940

Consent

F.18.

11/12/2024

Subject:

Permission to temporarily use Clerk of Courts & Comptroller's signature plate.

Fiscal Impact:

N/A

Dept/Office:

County Manager's Office

Requested Action:

It is requested that the Board of County Commissioner recognize that Rachel M. Sadoff, Clerk of Courts & Comptroller is an authorized signature on the Brevard County's Truist Bank Accounts. Also, request the Board of County Commissioners temporarily grant permission for the Finance Department to use Rachel M. Sadoff, Clerk of Courts & Comptroller's signature plate for the signing of Payroll or Accounts Payable checks, effective November 19, 2024, until a new signature plate can be obtained which will include the new Chair's signature.

Summary Explanation and Background:

Clerk to the Board Instructions:



Kimberly Powell, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001

Fax: (321) 264-6972

Kimberly.Powell@brevardclerk.us

November 13, 2024

M E M O R A N D U M

TO: Frank Abbate, County Manager

RE: Item F.18., Permission to Temporarily Use Clerk of Courts and Comptroller's Signature Plate

The Board of County Commissioners, in regular session on November 12, 2024, recognized that Rachel M. Sadoff, Clerk of Courts and Comptroller is an authorized signature on the Brevard County's Truist Bank Accounts; and approved granting permission for the Finance Department to temporarily use Rachel M. Sadoff, Clerk of Courts and Comptroller's signature plate for the signing of Payroll or Accounts Payable checks, effective November 19, 2024, until a new signature plate can be obtained, which will include the new Chair's signature.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
RACHEL M. SADOFF, CLERK


Kimberly Powell, Clerk to the Board

/tr

cc: Finance
Budget