



DATE: February 2, 2016

TO: Governing Board, Intermodal Container Transfer Facility Joint Powers Authority

FROM: Douglas A. Thiessen, Executive Director

SUBJECT: Bank of America Signatory Card

The Intermodal Container Transfer Facility Joint Powers Authority (ICTF JPA) uses Bank of America for its financial transactions. Only the specific individuals listed on a Signatory Card have the ability to sign checks for the ICTF JPA Bank of America account.

Due to the selection of a new Treasurer and staff at the Port of Los Angeles and the Port of Long Beach, it is recommended the following staff be added to the Bank of America Signatory Card, allowing them the ability to sign checks on behalf of the ICTF JPA:

Maurina Lee, Acting Director of Finance for the Port of Long Beach
Marla Bleavins, Chief Financial Officer for the Port of Los Angeles

It is also recommended that the Board make the following finding:

“The Board finds the activity is administrative activity that will not result in direct or indirect physical changes in the environment, and, as such, is not a “project” as defined by CEQA Guidelines section 15378.”

Douglas A. Thiessen
Executive Director