



TOWN OF APEX TOWN COUNCIL

Resolution Designating Deputy Finance Officers for the Town of Apex, North Carolina

WHEREAS, North Carolina General Statutes §159-24 specifics and directs that each local government shall appoint a Finance Officer to hold office and carry out the duties as prescribed by law; and,

WHEREAS, North Carolina General Statutes §156-25 outlines the specific duties of the Finance Officer of a local government; and,

WHEREAS, North Carolina General Statutes §159-28(a) requires the Finance Officer or Deputy Finance Officer to sign all purchase orders, contracts, or agreements which includes a certificate stating that the instrument has been pre-audited to verify sufficient funds exist to meet the obligation; and,

WHEREAS, There will be occasions when the Finance Officer is unable to be present in order to approve certain actions or sign pre-audit certificates thus creating a need to designate Deputy Finance Officers; and,

WHEREAS, On May 9, 2023, the Apex Town Council adopted a resolution designating the following existing positions as Deputy Finance Officers to comply with the Local Government Budget and Fiscal Control Act: Accounting and Finance Manager, and the Purchasing Manager; and,

WHEREAS, the Town has created a new Assistant Finance Director position to assist in the overall administration and leadership of the Town's Finance Department.

NOW, THEREFORE, BE IT RESOLVED, that we, the Town Council of the Town of Apex do hereby designate and appoint the following positions as Deputy Finance Officers for the purposes of complying with the Local Government Budget and Fiscal Control Act for the Town of Apex: Assistant Finance Director, Purchasing and Contracts Manager, and Accounting and Financial Reporting Manager; and,

BE IT FURTHER RESOLVED, that the Deputy Finance Officers are hereby designated as authorized signers on behalf of the Town and have authority to sign and pre-audit financial documents such as purchase orders, contracts, or agreements which a certificate stating that the instrument has been pre-audited to verify sufficient funds exist to meet the obligation; and,

BE IT FURTHER RESOLVED, that this resolution shall supersede any previously adopted resolutions related to the designation of Deputy Finance Officers for the Town of Apex.

ADOPTED, the 9th day of January 2024.

Jacques K. Gilbert
Mayor

Attest:

Allen Coleman, CMC, NCCCC
Town Clerk