



CITY COUNCIL AGENDA ITEM COVER SHEET

Meeting Date: 10/12/2026

Department: Finance Department

Prepared By: Crystal Postell, Director of Finance

Contact Information: 336-431-2180 / cpostell@trinity-nc.gov

AGENDA ITEM TITLE

Resolution 27– 01: Designation of Deputy Finance Officer for Limited Check-Signing Authority

SUMMARY

The designation of the Deputy Finance Officer is intended to provide an appropriate internal-control and business-continuity mechanism while preserving the authority, responsibilities, and financial oversight of the Finance Director. The North Carolina General Statute 159-25(b) part of the Local Government Budget and Fiscal Control Act expressly provides that checks or drafts drawn on an official depository may be signed by the Finance Director or a properly designated Deputy Finance Officer and countersigned by another official designated for that purpose by the governing board.

The Finance Director recommends that the City of Trinity designate Mrs. Lisa Beam as the Deputy Finance Officer solely for the purposes of check execution and related disbursement certification when the Finance Director is unavailable for an extended period. This designation will not change her current job duties; it will only grant her the ability to sign checks in the absence of the Finance Director.

RECOMMENDED ACTION

Staff recommends that Trinity City Council approves and adopt Resolution 27 - 01.

ATTACHMENTS

Resolution 27 – 01

Oath of Office