

**Resolution No. 2026-04**

**WHEREAS**, the State Auditor Recommends Control Procedures to Obtain the Maximum Internal Control Possible utilizing currently available staff including elected officials.

**WHEREAS**, bank reconciliations, deposits, and journal entries, should be reviewed, signed, and dated by the Mayor.

**WHEREAS**, meeting documents, including financial reports should be reviewed and initialed by each council member in attendance at meetings.

**THEREFORE, BE IT RESOLVED**, that elected officials will review, sign, and date reconciliations, journal entries, meeting documents, and financial reports to maintain internal control.

Motion by \_\_\_\_\_ to adopt the foregoing Resolution.  
2nd by \_\_\_\_\_.

On a call of the roll the vote was as follows: Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

PASSED and APPROVED THIS \_\_\_\_\_ day of \_\_\_\_\_,  
2026.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk