

RESOLUTION # 767
BILL PAYMENT PROCEDURES

WHEREAS, the Common Council of the City of Algoma authorizes the payment of bill that are appropriated in the budget by the Department Director with approval of the City Administrator.

WHEREAS, to allow increased flexibility, more efficiency, and expediency, the staff has the authority to pay bills as budgeted if funds are available.

WHEREAS, a summary of all bills will be given to the appropriate Committee and the Common Council as soon as possible after the bills have been paid.

WHEREAS, staff is encouraged to use the City credit card to pay bills that are in the budget. However, not all vendors do except a credit card. In that case, bills can be processed during the month following the attached procedure.

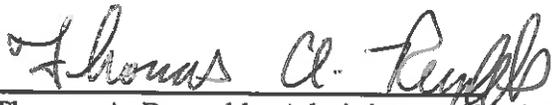
THEREFORE, BE IT RESOLVED THAT that the Mayor and Common Council of the City of Algoma do approve of the procedure for regular bill payment found on the attached Exhibit A. The Mayor and Common Council do hereby authorize the Mayor and City Clerk to execute any documents necessary to carry out the establishment of this ordinance.

Adopted this 6th day of May 2013 by a vote of 8 for and 0 opposed.

APPROVED:


Wayne R. Schmidt, Mayor

ATTEST:


Thomas A. Reynolds, Administrator/Clerk-Treasurer

Moved by: Charles

Date Adopted: 05-06-13

Second by: Schmidt

Date Published:

5-13-2013

Effective Date:

5-13-2013