

★ **Roll Call Number**

21-1952

**Agenda Item Number**

65

**Date** December 20, 2021

HEREAS, Section 2-621 of the Municipal Code of the City of Des Moines provides that the Finance Director shall be the chief accounting and check-issuing officer of the City; and

WHEREAS, Section 2-623 of the Municipal Code of the City of Des Moines provides that the chief accounting officer shall draw all checks and that no checks shall be drawn except upon the order of the City Council; and

WHEREAS, the Finance Director has presented a list of checks, other than those for the Des Moines Municipal Housing Agency, to be drawn to pay for goods and services provided for City purposes in response to the purchase orders and contracts issued in compliance with state and municipal code requirements as requested by designated requisitioning authorities in accordance with approved budget appropriations; and

WHEREAS, the invoices, other than those for the Des Moines Municipal Housing Agency, presented by those firms and persons providing such goods and services have been pre-audited by Finance Department personnel in accordance with generally accepted internal control procedures and have been determined to have been requisitioned for a lawful municipal purpose, certified as having been received by the designated requisitioning authority, and, as appropriate, correctly computed on the basis of prices solicited by the Purchasing Agent; and

WHEREAS, the bills must be paid and approved for payment in accordance with City procedures. NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Des Moines, Iowa:

That the Finance Director be and is hereby authorized to draw the checks listed on the check registers for the weeks of December 20<sup>th</sup>, December 27<sup>th</sup>, 2021 and January 3<sup>rd</sup>, 2022; to draw the checks for the bills of the Des Moines Municipal Housing Agency to be presented to the Finance Director for the weeks December 20<sup>th</sup>, December 27<sup>th</sup>, 2021 and January 3<sup>rd</sup>, 2022; draw checks for workers compensation impairment ratings as requested by the Legal Department; and to draw the checks for biweekly payroll due employees of the City on December 30<sup>th</sup>, 2021

BE IT FURTHER RESOLVED, that the Treasurer be and is hereby authorized and directed to make the necessary disbursements and the necessary cash transfers to the revolving fund.

BE IT FURTHER RESOLVED, that the City Clerk and Finance Director are hereby authorized and directed to furnish the statement of receipts and disbursements, and the summary of City Council proceedings in accordance with Iowa Code Section 372.13(6).

MOVED BY Boesen to adopt.

COUNCIL ACTION	YEAS	NAYS	PASS	ABSENT
COWNIE	✓			
BOESEN	✓			
GATTO	✓			
GRAY	✓			
MANDELBAUM	✓			
VOSS	✓			
WESTERGAARD	✓			
TOTAL	7			
MOTION CARRIED			APPROVED	

*T. M. Franklin Cownie*

**CERTIFICATE**

I, P. Kay Cmelik, City Clerk of said City hereby certify that at a meeting of the City Council of said City of Des Moines, held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal the day and year first above written.

P. Kay Cmelik City Clerk