

CHAPTER 3.40
AUDITING OFFICER AND VOUCHER AUDITING AND CERTIFICATION

Sections:

- 3.40.010 Authority
- 3.40.020 Auditing Officer Appointed and Signing Officers Designated
- 3.40.030 Auditing Certification

3.40.010 Authority: RCW 42.24.080 requires that all claims presented to the city for payment shall be audited before payment is made by an Auditing Officer or his delegate and that the Auditing Officer authenticate and certify such claims. (Ord. 1205, 1986)

3.40.020 Auditing Officer Appointed and Signing Officers Designated: The Finance Director or his delegate is appointed the Auditing Officer pursuant to RCW 42.24.080 and the City Manager and Finance Director are designated as Signing Officers. (Ord. 1205, 1986)

3.40.030 Auditing Certification: To indicate City Council approval for payment of those vouchers audited and certified by the Finance Director, the following statement must be entered in the City Council minutes:

"Vouchers audited and certified by the Finance Director as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing which has been made available to the City Council for approval.

As of _____ the City Council does approve for payment claims in the amount of _____; prepaid claims in the amount of _____; claim checks in the amount of _____; and payroll in the amount of _____. (Ord. 2491, 7/28/09; Ord. 2155, 3/9/04; Ord. 1205, 1986)