RESOLUTION 2017-12-1

BANKING REGULATIONS

CITY OF HARTSHORNE

HARTSHORNE, OK

**WHEREAS,**

**NOW THEREFORE, BE IT RESOLVED BY THE HARTSHORNE CITY COUNCIL OF HARTSHORNE, OKLAHOMA:**

**THAT, ALL TRANSFERS OR WITHDRAWS OF ANY AMOUNT AMONG CITY BANK ACCOUNTS MUST BE APPROVED BY THE HARTSHORNE CITY COUNCIL PRIOR TO THE TRANSFER.**

**ONCE APPROVED BY HARTSHORNE CITY COUNCIL ALL TRANSFERS AND WITHDRAWS MUST HAVE TWO AUTHORIZED SIGNATURES.**

**BE IT FUTHER RESOLVED, TRANSFERS/WITHDRAWS MUST BE REPORTED IN HARTSHORNE CITY COUNCIL MEETING MINUTES AND DOCUMENTATION KEPT WITH MONTHLY FINANCIAL STATEMENTS.**

**BE IT FURTHER RESOLVED, ANY AND ALL TRANSACTIONS WITH THE BANK CD’S MUST BE APPROVED BY HARTSHORNE CITY COUNCIL PRIOR TO THE TRANSACTION TAKING PLACE. ONCE APPROVED BY HARTSHORNE CITY COUNCIL THE TRANSACTION MUST HAVE TWO AUTHORIZED SIGNATURES FOR THE TRANSACTION AND IT MUST BE REPORTED IN HARTSHORNE CITY COUNCIL MEETING MINUTES AND DOCUMENTATION KEPT WITH MONTHLY FINANCIAL STATEMENTS.**

**BE IT FURTHER RESOLVED, THAT ANY AND ALL FINANCIAL ACCOUNTS (CITY AND PWA) NEED TO BE LISTED EACH MONTH IN THE HARTSHORNE CITY COUNCIL MEETING AGENDA PACKET THAT IDENTIFIES THE ACCOUNT, THE AMOUNT IN THE ACCOUNT, AND ANY DEPOSITS OR WITHDRAWALS BE NOTED IN THE INFORMATION PROVIDED.**

Adopted by the Hartshorne City Council of Hartshorne, Oklahoma this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

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Mayor, Leon Mace

ATTEST:

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City Clerk, Lisa Brown (seal)