



Town of Knightdale

Staff Report Cover Sheet

Title: Designate Deputy Finance Officers for the Town of Knightdale

Staff: Antwan Morrison

Date: September 17, 2025

PURPOSE

- North Carolina General Statute 159-25 outlines the duties of the finance officer of a local government. North Carolina General Statute 159-28(a) requires the finance officer or deputy finance officer to sign all purchase orders, contracts, or agreements, which include the preaudit certificate to verify sufficient funds exist to meet the obligation. Having designated Deputy Finance Officers will ensure the smooth running of the business of the Town in the absence of the Finance Officer.

STRATEGIC PLAN PRIORITY AREA(S)

- Organizational Excellence

GENERAL STATUTE REFERENCE(S), *if applicable*

- NCGS 159

TYPE OF PUBLIC HEARING, *if applicable*

- N/A

FUNDING SOURCE(S), *if applicable*

- N/A

ATTACHMENT(S)

- Resolution #25-09-17-002 designating Deputy Finance Officers for the Town of Knightdale

STAFF RECOMMENDATION

- Motion to adopt Resolution #25-09-17-002 designating the Assistant Finance Director and Business Analyst positions with the authority of Deputy Finance Officer for the purposes of complying with the Local Government Budget and Fiscal Control Act.

Knightsdale Strategic Priorities



Safe



Connected &
Inclusive



Sustainable



Active & Healthy



Organizational
Excellence