



## TOWN OF KNIGHTDALE

950 Steeple Square Court  
Knightdale, NC 27545  
KnightdaleNC.gov

### **RESOLUTION #25-09-17-002 RESOLUTION APPOINTING DEPUTY FINANCE OFFICERS**

**WHEREAS**, North Carolina General Statute § 159-24 specifies and directs that each local government shall appoint a Finance Officer to hold and carry out the duties as prescribed by law; and,

**WHEREAS**, North Carolina General Statute § 159-25 outlines the specific duties of the Finance Officer of a local government; and

**WHEREAS**, North Carolina General Statute § 159-28(a) requires the Finance Officer or Deputy Finance Officer to sign all purchase orders, contracts, or agreements which includes a certificate stating that the information has been pre-audited to verify sufficient funds exist to meet the obligations; and

**WHEREAS**, there will be occasions when the Finance Officer is unable to be present in order to approve certain actions or sign pre-audit certificates thus creating a need to designate Deputy Finance Officers; and,

**WHEREAS**, On July 17, 2024, the Knightdale Town Council adopted a resolution designating the following individuals to comply with the Local Government Budget and Fiscal Control Act: Mark Stephens and Alice DeGaetano; and

**WHEREAS**, having a Deputy Finance Officer will provide financial safeguards and ensure that all duties of the Finance Officer are adequately and effectively covered.

**NOW, THEREFORE, BE IT RESOLVED THAT THE TOWN COUNCIL OF THE TOWN OF KNIGHTDALE, NORTH CAROLINA**, does hereby designate and appoint the following positions as Deputy Finance Officers for the purposes of complying with the Local Government Budget and Fiscal Control Act for the Town of Knightdale: Assistant Finance Director and Business Analyst.

**BE IT FURTHER RESOLVED**, that the Deputy Finance Officers are hereby designated as authorized signers on behalf of the Town and have authority to sign and pre-audit financial documents such as purchase orders, contracts, or agreements with a certificate stating that the instrument has been pre-audited to verify sufficient funds exist to meet the obligation; and,

**BE IT FURTHER RESOLVED**, that this resolution shall supersede any previously adopted resolutions related to the designation of Deputy Finance Officers for the Town of Knightdale.

This the 17<sup>th</sup> day of September, 2025.

BY: \_\_\_\_\_  
Jessica Day, Mayor

ATTEST: \_\_\_\_\_  
Heather M. Smith, Town Clerk