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**ORDINANCE NO. 799
2ND SERIES**

**AN ORDINANCE AMENDING SECTION 7.08 OF THE HOME RULE
CHARTER OF THE CITY OF ALEXANDRIA RELATING TO
DISBURSEMENTS, HOW MADE**

The City Council of the City of Alexandria does ORDAIN that the Home Rule Charter of the City of Alexandria be amended as follows:

SECTION I. Section 7.08, Disbursements, How Made

Section 7.08 below is proposed to be repealed in its entirety.

All disbursements except those made from public utility funds shall be made only upon regular vouchers issued by the city clerk, duly authorized by the council, and countersigned by the mayor, which shall indicate the fund out of which the disbursements shall be made. Each order, when signed by the city clerk and countersigned by the mayor, shall become a check payable to the payee at the bank indicated thereon. The clerk shall issue no checks upon any fund except as above. No such check shall be issued until there is money to the credit of the fund out of which it is to be paid, sufficient to pay the same, together with all then outstanding vouchers against and encumbrances upon such fund. Any check for the payment of money violating any provision of this section shall be void and any officer of this city violating any provision of this section shall be personally responsible for the amount of such payment, if any such payment is made contrary to the provisions hereof. No claim against the city shall be allowed unless accompanied by an itemized and verified statement, payroll, or time sheet signed by the officer who has personal knowledge of the facts in the case and vouches for the correctness and reasonableness of the claim. The council by ordinances may make further regulations for the safekeeping and disbursement of the city's funds.


SECTION II. This Ordinance shall be in full force and effect from and after its passage and publication.


ADOPTED by the city Council of the City of Alexandria this 25th day of March, 2019, by the following vote:

YES: Franzen, Thalman, Osterberg, Benson, Jensen

NO: None

ABSENT: None


Sara Carlson, Mayor

ATTEST: 
Martin D. Schultz, City Administrator