

Resolution 407-003

**A RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN
OF THE TOWN OF DUBACH REGARDING AUTHORIZED SIGNATURES
FOR BANK ACCOUNTS OF THE TOWN OF DUBACH**

WHEREAS, the Town of Dubach is a political subdivision of the State of Louisiana and maintains various bank accounts for its operation;

WHEREAS, Generally Accepted Accounting Procedures (“GAAP”) and Governmental Accounting Standards Board (“GASB”) require segregation of duties and accountability of all funds maintained by the Town of Dubach;

WHEREAS, requiring two signatures on all checks issued from accounts maintained by a public entity is a recognized method of ensuring accountability and transparency in government;

WHEREAS, identifying and limiting the number of individuals who have authority to sign checks on behalf of a public entity is another recognized method of ensuring accountability and transparency in government;

WHEREAS, the Mayor of Dubach and the Board of Aldermen of Dubach have determined that it is in the best interest of the Town of Dubach that the Mayor, the Mayor Pro Tempore, and the Town Clerks should be authorized to sign checks on behalf of the Town of Dubach and that they be placed on all signatory cards for all checking, savings, or other banking accounts currently maintained or hereinafter established by the Town of Dubach;

WHEREAS, the Mayor and the Board of Aldermen have determined that it is in the best interest of the Town of Dubach that two signatures be required on all checks on all accounts currently maintained or hereinafter established by the Town of Dubach;

WHEREAS, under the Lawrason Act, the Mayor and the Mayor Pro Tempore are entitled as a matter of law to sign checks on behalf of the Town of Dubach;

WHEREAS, the Lawrason Act permits the Mayor to delegate any duties the Mayor deems is in the best interest of the Town and the Mayor hereby agrees that this resolution and delegation of duties is in the best interest of the Town of Dubach;

NOW THEREFORE, BE IT RESOLVED, by the Mayor of Dubach and the Board

of Aldermen of Dubach that the following four individuals shall be placed on the signatory cards and/or bank authorization forms for all for all checking, savings, and other bank accounts currently maintained or hereinafter established by the Town of Dubach: Mayor Mona Wilson, Mary Billberry (Mayor Pro Tempore), and Tammy Walker (Town Clerk) and Karen Knowles (Water Clerk) and that any and all other names that may be on file with **any bank** shall be removed immediately.

BE IT FURTHER RESOLVED that all checking, savings, and other bank accounts currently maintained or hereinafter established by the Town of Dubach shall require two signatures to be valid and that same shall be reflected on all signatory cards and/or bank authorization forms.

BE IT FURTHER RESOLVED that this resolution shall be effective immediately.

This resolution having been submitted to a vote on the 21st day of October, 2024, the vote thereon was as follows:

YEAS: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

The resolution was declared adopted on this 21st day of October, 2024.

Tammy Walker, Town Clerk

Mayor Mona Wilson