

**THE FOLLOWING RESOLUTION INTRODUCED BY COUNCIL MEMBER DANIELSON; AND SECONDED FOR ADOPTION BY COUNCIL MEMBER \_\_\_\_\_**

**RESOLUTION NO. 24-07**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE ESTABLISHING PROCEDURES FOR THE DISTRIBUTION OF THE MONTHLY AND QUARTERLY FINANCIAL REPORTS AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH**

**WHEREAS**, the City Council must continually monitor and balance the revenues and expenditures of the city to ensure fiscal responsibility and create an achievable vision for the future; and

**WHEREAS**, Section 3-05 (5) of the Mandeville Home Rule Charter states one of the powers and duties of the mayor is to “Prepare a monthly financial statement comparing the operating budget with income and expenditures for the month and for the fiscal year to date. The report shall be submitted to the council no later than fifteen (15) days after the end of the month.”, and

**WHEREAS**, in addition to the required monthly financial report, the City Council has established, through the budget ordinances, quarterly budget meetings, to be held in the months of January, April, and July, and

**WHEREAS**, the City Council desires to provide a more efficient process in the dissemination of the financial reports to allow the Council and public, to have time to review and present any questions to the administration prior to the quarterly budget meeting and/or applicable City Council meeting so that responses can be prepared in advance, thus allowing for a more informed financial discussion.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Mandeville that the following rule is established:

The monthly finance report shall be submitted to the council no later than fifteen (15) days after the end of the month, and will be discussed at the second City Council meeting of that said month, unless an alternative discussion date is approved by the Council Chairperson This report is to include the fund summaries along with a detailed comparison of the general ledger. This report shall also be posted on the city’s website within 48 hours of submittal to the Council.

The quarterly budget report shall be submitted to the council by the end of the business day, the Friday before the scheduled quarterly budget review meeting. This report is to include the fund summaries along with a detailed comparison of the general ledger. This report shall also be posted on the city’s website upon submittal.

With the above resolution having been properly introduced and duly seconded, the vote was as follows:

AYES: 0  
NAY: 0  
ABSTENTIONS: 0  
ABSENT: 0

and the resolution was declared adopted this \_\_th day of February 2024.

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Kristine Scherer  
Council Clerk

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Jason Zuckerman  
Council Chairman