

Section 4. Treasurer. The Treasurer shall be responsible for custody of all funds for the keeping of all financial records of the Commission, for generally conducting the financial affairs of the Commission and for such other matters as shall be delegated to them by the Board. **The Treasurer position shall rotate every 5 years within the Commission and be held by the Administrator and Director of the Treasurer City/Township. Orders, checks, and drafts of the Commission shall require the signatures of the Treasurer City/Township Administrator and Director.** ~~The Treasurer position shall be held by the Administrator and Director of the Treasurer city/township. Orders, checks and drafts of the Commission shall require the signatures of the Administrator and Director of the Treasurer city/township.~~ The Treasurer, President and Vice President are authorized to handle Commission funds and are bonded through their representative council or township board. The Commission's financial books and records shall be audited as directed by State Statutes 6.756 (Special Districts; Information required to be filed with state auditor), Subdivision 2 (b) and will provide an audit of the Commission's financial affairs by a public accountant in accordance with minimum audit procedures prescribed by the state auditor at least once every five (5) years. The audit must be for a one (1) year period to be determined at random by the person conducting the audit. For every year in which a special district is not audited, the Commission must prepare a financial statement in a form prescribed by the state auditor. The Treasurer will be responsible for sending the financial statements to the state auditor.

City of: \_\_\_\_\_

By: \_\_\_\_\_

Its: Mayor \_\_\_\_\_

By: \_\_\_\_\_

Its: Clerk \_\_\_\_\_