

## **Article XX. Funds, Disbursements and Liabilities**

### **Sec. 20.1. Approval of demands.**

All demands shall, prior to payment, be approved by the City Manager and the City Clerk. Prior to the approval of any demands by them, they shall satisfy themselves that the supplies, materials, property or services for which payment is claimed, have been actually delivered or rendered, that the payment, authorized by law, is just and fair, and that appropriation for the same has been made. All payrolls shall be certified by the respective department heads and approved by the City Manager.