5) You need to close the Khutbah when you're done, and you can say this as the closing statement:

عِبَادَ اللّهِ، ﴿ إِنَّ اللَّهَ يَأْمُرُ بِالْعَدْلِ وَالْإِحْسَانِ وَإِيْتَاءِ ذِي الْقُرْبَى وَيَنْهَى عَنِ الفَحْشَاءِ وَالْمُنْكُرِ وَالْبَغِي ، يَعِظُكُمْ لَعَلَّكُمْ تَذَكَّرُونَ ﴾. اُذْكُرُوا اللهَ الْعَظِيمَ يَذْكُرْ كُمْ وَاشْكُرُوهُ يَزِدْكُمْ وَاسْتَغْفِرُوهُ يَغْفِرْ لَكُمْ وَاتَّقُوهُ يَجْعَلْ الْعَظِيمَ يَذْكُرْ كُمْ وَاشْكُرُوهُ يَزِدْكُمْ وَاسْتَغْفِرُوهُ يَغْفِرْ لَكُمْ وَاتَّقُوهُ يَجْعَلْ الْكُمْ مِنْ أَمْرِكُمْ مَخْرَجًا. وَأَقِمِ الصَّلَاةَ

Translation (the translation is just for your reference):

Slaves of Allah! "Allah commands justice, the doing of good, and liberality to kith and kin, and He forbids all shameful deeds, and injustice and rebellion: He instructs you, that you may remember." [TMQ 16:90] Remember Allah the supreme (in glory) and He will remember you, and be thankful to Him, and He will increase you in bounty, and seek His forgiveness, He will forgive you, and have Taqwa of Him (God-fearing, devoutness, piety), He will make for you a way out of your issues. Establish the prayer.