

4/19/82
Attachment "D"

ORDINANCE NO. 82-3

AN ORDINANCE CREATING THE OFFICE OF "CITY TREASURER"

BE IT ORDAINED BY THE CITY OF RUSSELLVILLE that;

(1) The office of "City Treasurer" is hereby created.

(2) The powers and duties of the City Treasurer shall include:

(a) to receive and safely keep all money belonging to the City and to pay the money out as directed by order of the City Council, but upon warrants drawn by the mayor and countersigned by the city treasurer;

(b) to keep an accurate account of all receipts and disbursements, showing when, from whom and to whom, for what purpose and on what account all city funds were received or paid, and shall exhibit the account so kept;

(c) to make all statements to be considered by the City Council for payment available for review by council members not less than five (5) days before the council meeting at which they are considered;

(d) to send a monthly report to the City Council at the first regular meeting of the City Council each month, and every three (3) months to make a financial exhibit, giving an itemized statement of all receipts, with their sources, and an itemized statement of all disbursements, with their purposes, and shall have the exhibit entered upon the records of the office of the treasurer;

(e) to prepare and cause to be published any annual or other reports required to be prepared or to be published;

(f) to coordinate the issuance and collection of all fees and taxes and supervise the maintenance of all related records;

(g) to administer all budgets;

(h) to comply with Chapter 91A and other pertinent provisions of the Kentucky Revised Statutes and any amendments thereto;

(i) to supervise all city hall employees with the exception of the secretary to the Mayor and the Finance Director;

(j) to coordinate his powers and duties with those of the Finance Director;

(k) the treasurer may have other duties required by the City Council.

(3) The City Treasurer shall take the constitutional oath.

(4) The City Treasurer shall execute bond in the amount of \$ 50,000 with surety, approved by the City Council, with premium to be paid from the General Fund.

(5) The compensation of the City Treasurer shall be set in the motion approving the appointment.

(6) Any ordinance, law, or any regulation in conflict herewith is hereby repealed to the extent of that conflict.

This Ordinance shall become effective upon its passage and publication according to law.

PASSED FIRST READING, by roll call vote this _____ day of _____, 1982.

PASSED SECOND READING, by roll call vote this _____ day of _____, 1982.

Ayes:

Nays:
