

CHAPTER 8

TREASURER

SECTION:

- 1-8-1: Treasurer Elected
- 1-8-2: Duties
- 1-8-3: Monthly Accounts
- 1-8-4: Books of Accounts
- 1-8-5: Receiving of Money; Accounts; Receipts

1-8-1: **TREASURER ELECTED:** The treasurer shall be elected as provided by law. (Ord. 78-8, 8-7-78)

1-8-2: **DUTIES:** The Treasurer shall receive all moneys belonging to the City, and shall keep his books and accounts in such a manner as shall exhibit at all times the true financial condition of the City. *1 (R.O. 1911, Sec. 30)

1-8-3: **MONTHLY ACCOUNTS:** The Treasurer shall render at the end of each month, and oftener if required, a statement, under oath, to the Council showing the state of the Treasury at the date of such account, and the balance of the money in the Treasury. Such statement shall set forth all the moneys received by him, and from whom, and on what account they shall have been received; also, all moneys paid out by him, and on what account they shall have been paid. *2 (R.O. 1911, Sec. 31)

1-8-4: **BOOKS OF ACCOUNTS:** The Treasurer shall cause to be kept books of accounts, in such a manner as to show with entire accuracy, all moneys received by him, and from whom, and on what account they shall have been received; and all moneys paid out by him, and on what account they shall have been paid, and in such manner that such books may be readily understood and investigated. Such books, and all papers and files of his office, shall be at all times open to examination of the Mayor, Committee on Finance, or any member of the Council. (R.O. 1911, Sec. 32)

1-8-5: **RECEIVING OF MONEY; ACCOUNTS; RECEIPTS:** The Treasurer shall receive all moneys belonging to the City, and shall keep a separate account of each fund or appropriation and debits and credits belonging thereto. He shall give to every person paying money into the Treasury a receipt thereof, specifying the date of payment, and upon what account paid. and he shall file copies of such receipts with the Clerk at the date of his monthly report. *3 (R.O. 1911, Sec. 33)

1. S.H.A. Ch. 24, Sec. 3-10-1
2. S.H.A. Ch. 24, Sec. 3-10-2
3. S.H.A. Ch. 24, Sec. 3-10-4 and 5