

PART I - CHARTER
ARTICLE V. DEPARTMENT OF FINANCE; FISCAL AFFAIRS

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ARTICLE V. DEPARTMENT OF FINANCE; FISCAL AFFAIRS

Sec. 5-1. Department of finance; city treasurer.

- A. There shall be a department of finance, the head of which shall be the city treasurer. The city treasurer shall be appointed, and may be removed, as provided by this charter.
- B. Subject to and in accordance with this charter, applicable law, and such ordinances as the council may adopt, the city treasurer shall collect or receive revenue and other money for the city; shall be responsible for its custody, safekeeping, deposit, and disbursement; shall maintain a general accounting system for the city government; and shall have such other powers and duties consistent with this charter as may be prescribed by ordinance or applicable law.

Sec. 5-2. Purchases and sales.

- A. The mayor, subject to any regulations which the council may adopt, shall contract for and purchase, or issue purchase authorizations for, all supplies, materials, and equipment for the offices, departments, and agencies of the city government. Every such contract or purchase exceeding an amount to be established by ordinance, shall require the prior approval of the council. The mayor also may transfer to or between offices, departments, and agencies, or sell, surplus or obsolete supplies, materials, and equipment, subject to such regulations as the council may adopt.
- B. Before the purchase, or contract for purchase, of any supplies, materials, or equipment, or the sale of any surplus or obsolete supplies, materials, or equipment, ample opportunity for competitive bidding, under such regulations and with such exceptions, as the council may prescribe, shall be given; but the council shall not except an individual contract, purchase, or sale from the requirement of competitive bidding.
- C. The council by ordinance may transfer some or all of the power granted to the mayor by this section to an administrative officer appointed as provided in section 3-2(1).

Sec. 5-3. Sale of property valued at more than \$25,000.00.

The sale of any city property, real or personal, including public utilities, or of any interest therein, the value of which is more than Twenty-five Thousand Dollars (\$25,000.00) may be made only:

- 1. By authority of an affirmative vote of a majority of the qualified electors of the city who vote on the question of approving or authorizing the sale at an election; or
- 2. By authority of a special non-emergency ordinance.

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Such ordinance shall be published in full in a newspaper of general circulation within the city within ten (10) days after its final passage, and shall include a section reading substantially as follows; "Section _____. This ordinance shall be referred to a vote of the electors of the city if a sufficient and lawful referendum petition is properly filed within thirty (30) days after its final passage." The sale of an entire public utility may be authorized only as provided in (1) hereinabove.

Sec. 5-4. Public improvements.

Public improvements may be made by the city government itself or by contract. The council shall award all contracts for such improvements. A contract for public improvements of more than Two Thousand Dollars (\$2,000.00) may be awarded only to the lowest and best responsible bidder after such notice and opportunity for competitive bidding as the council may prescribe. All bids may be rejected, and further notice and opportunity for competitive bidding may be given.

Sec. 5-5. Fiscal year.

The fiscal year of the city government shall begin on the first day of July and shall end on the last day of June of every calendar year.

Sec. 5-6. Independent annual audit.

The council shall designate a qualified public accountant or firm of such accountants who shall make an independent audit of the accounts and evidences of financial transactions of the department of finance and of all other departments, offices, and agencies keeping separate or subordinate accounts or making financial transactions, as of the end of every fiscal year at least, and who shall report to the mayor and to the council. The mayor shall neither suggest nor recommend the accountant or accountants.