

ORDINANCE DRAFT

ARTICLE III. – OFFICERS AND EMPLOYEES

DIVISION 6. - COMPTROLLER

Sec. 2-141. - Office created.

The office of comptroller is hereby created.

Sec. 2-142. - Appointment.

The comptroller shall be appointed by the city council and shall serve until his successor shall be appointed and qualified.

Sec. 2-143. - Compensation.

The comptroller shall receive such compensation as the city council may from time-to-time fix by ordinance or resolution as may be recommended by the city manager or his designee.

Sec. 2-144. - Duties.

The duties of the comptroller shall be those duties that usually devolve upon the chief financial officer of a municipality. He shall have charge of and safely keep all the financial records, reports, and documentation of the city required by law or ordinance, and shall produce such in accordance with preparation and execution of the municipal budget. He shall ensure the municipality is in compliance with all local, state, and federal laws and ordinances, and shall timely file all financial documentation on behalf of the municipality in coordination with the city manager.

Sec. 2-145-150. - Reserved.