

CITY OF LE ROY
COUNTY OF McLEAN, STATE OF ILLINOIS

ORDINANCE NO. 15-05-02-60

**AN ORDINANCE AMENDING THE CITY CODE REGARDING THE CITY
TREASURER**

ADOPTED BY THE CITY COUNCIL OF THE CITY OF LE ROY THIS
18th Day of May, 2015

PRESENTED: **May 18, 2015**

PASSED: **May 18, 2015**

APPROVED: **May 18, 2015**

RECORDED: **May 18, 2015**

PUBLISHED: **May 18, 2015**

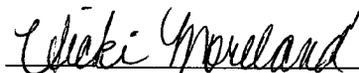
In Pamphlet Form

Voting "Aye" 7

Voting "Nay" 0

The undersigned being the duly qualified and Acting City Clerk of the City of LeRoy does hereby certify that this document constitutes the publication in pamphlet form, in connection with and pursuant to Section 1-2-4 of the Illinois Municipal Code, of the above-captioned **ordinance** and that such **ordinance** was presented, passed, approved, recorded and published as above stated.

(SEAL)



Vicki Moreland, City Clerk of the City of
Le Roy, McLean County, Illinois

Dated: May 18, 2015

**CITY OF LE ROY
McLEAN COUNTY, ILLINOIS**

ORDINANCE NO. 15-05-02-60

**AN ORDINANCE AMENDING THE CITY CODE REGARDING
THE CITY TREASURER**

WHEREAS, the City of Le Roy is an Illinois non-home rule municipality organized and operating under the Illinois Municipal Code; and

WHEREAS, the City desires to amend the City Code to modify the city treasurer provisions to be consistent with current practices and procedures; and

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Le Roy, McLean County, Illinois, as follows:

Section 1. Recitals. The Council hereby finds that all of the recitals contained in the preambles to this Ordinance are full, true and correct and does incorporate them into this Ordinance by this reference.

Section 2. Amendment to Article D. Article D, entitled City Treasurer of Chapter of the City of Le Roy Code of Ordinances is hereby amended as follows:

1-8D-1: QUALIFICATIONS:

No person shall be eligible to the office of city treasurer unless he shall be at least twenty one (21) years of age, and shall have resided within the City one year before appointment to office.

1-8D-2: OATH AND BOND:

The city treasurer, before entering upon the duties of his office, shall take the oath prescribed for city officers and shall execute a bond to the city in the penal sum of not less than fifty thousand dollars (\$50,000.00), with at least two (2) good and sufficient sureties to be approved by the city council, conditioned for the faithful performance of the duties of the office and the payment of all monies received by him according to law and the ordinances of the city.

1-8D-3: DUTIES:

- A. **General Duties:** The City Treasurer shall have general oversight of the city finances, and has the authority to delegate the treasurer's duties and responsibilities under state statute and the city code to the assistant city treasurer or other city officer, subject to oversight by the city treasurer. The city treasurer's position may be part-time, as determined by the city council at the time of appointment of the city treasurer.
- B. **Receive Monies; Receipts And Accounting:** The city treasurer shall keep a receipt of all monies belonging to the city, and shall keep a separate

account of each. The city treasurer shall provide documentation for each receipt and shall file copies of such receipts with the city clerk monthly.

- C Report Delinquent Officers: It shall be the duty of the city treasurer to report to the city clerk any officer authorized to receive money for the use of the city who may fail to make a return of the same at the time required by law or by the ordinances of the city.

1-8D-4: ASSISTANT TREASURER:

- A. Office Created; Appointment; Term: There is hereby created the office of assistant city treasurer. The city treasurer is authorized to appoint an assistant city treasurer, which appointment shall be deemed final with the advice and consent of the city council¹, said appointment to be for a one year term of office and to be made on the first Monday in May or as soon thereafter as practical, annually. **In the absence of any such appointment, the Mayor shall serve as the assistant treasurer.**
- B. Qualifications: No person shall be eligible to hold the office of assistant city treasurer unless he shall be at least twenty one (21) years of age, and shall have resided within the City one year before appointment to office.
- C. Oath And Bond: The assistant city treasurer, before entering upon the duties of his/her office, shall take the oath prescribed for city officers, and shall execute a bond to the city in the penal sum of not less than fifty thousand dollars (\$50,000.00), with at least two (2) good and sufficient sureties to be approved by the city council, conditioned for the faithful performance of the duties of the office and the payment of all monies received by him/her according to law and the ordinances of the city.
- D. Powers And Duties:
 - 1. The assistant city treasurer shall have the power and duty to execute all documents required by any law or ordinance to be executed by the city treasurer, and shall do so only under the general oversight of the city treasurer, and shall further perform such duties as may be prescribed for the treasurer by statute or ordinance.
 - 2. The assistant city treasurer, under the general oversight of the city treasurer, shall:
 - a. Receive all monies paid to the city, either directly from the person paying it or from the hands of such other officer as may receive it, and shall pay out, upon the general oversight of the city treasurer only on vouchers or orders properly signed by the city clerk and the mayor.

- b. Deposit the city funds in such depositories as may be selected as may be provided by statute, and shall keep city monies separate and distinct from his own and from that of the city treasurer, and shall not intermingle his own money with it or make private or personal use of the city funds.
- c. Keep such records as shall show all monies received by him/her, the source from which it was received, and the purpose for which it was paid out; and he shall keep a record showing at all times the financial status of the city, as well as keeping such books and accounts, under the general oversight of the city treasurer, as may be required by the city council, and all such books and records kept by the assistant city treasurer, or by the treasurer with the assistance of the assistant treasurer, shall be kept in the manner as required by law.
- d. Make such monthly reports or assist in the making of such monthly reports to the council as shall show the state of the finances of the city, and the amounts received and spent during the month, which reports shall be filed. He shall make, under the general oversight of the treasurer, or shall assist the treasurer in the making of an annual report at the close of the fiscal year showing total amount of all receipts and expenditures of the city and the transactions of the city treasurer during the preceding year.
- e. Keep a register of all warrants, bonds, or orders filed with him or paid by him/her, and all vouchers, as is required by statute, and shall assist in the keeping of such register of all warrants, bonds, or orders filed with the treasurer or paid by the treasurer, and all vouchers, as required by statute.

SECTION 8. This ordinance shall be in full force and effect from and after its passage and approval as required by law.

PASSED by the City Council of the City of Le Roy, Illinois, upon the motion made by Glenn Reinhart, and seconded by Anne Anderson by roll call vote on the 18th day of May, 2015 as follows

Aldermen Elected 8

Aldermen Present 7

Voting Aye:

Dawn Hanafin, Judy Marshall, Anne Anderson, Greg Steffen, Ron Legner, Glenn Reinhart, Brad Poindexter

Voting Nay:

None

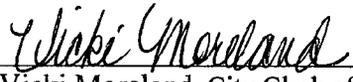
Absent: Hilary Sandy

Abstain:

None

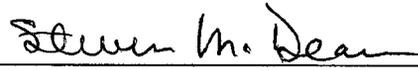
Other:

And deposited and filed in the office of the City Clerk in said municipality on the 18th day of May, 2015.



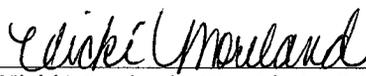
Vicki Moreland, City Clerk of the
City of Le Roy, Mc Lean County, Illinois

APPROVED BY the Mayor of the City of Le Roy, Illinois, this 18th day of May, 2015.



Steve Dean Mayor of the City of Le Roy,
Mc Lean County, Illinois

ATTEST: (SEAL)



Vicki Moreland, City Clerk of the
City of Le Roy, Mc Lean County, Illinois

CERTIFICATE

I, Vicki Moreland, certify that I am the duly appointed and acting Municipal City Clerk of the City of Le Roy, of McLean County, Illinois.

I further certify that on **May 18, 2015** the Corporate Authorities of such municipality passed and approved **Ordinance No. 15-5-02-60** entitled:

**AN ORDINANCE AMENDING THE CITY CODE REGARDING THE CITY
TREASURER**

Which provided by its terms that it should be published in pamphlet form.

The pamphlet form of Ordinance No. 15-5-02-60, including the Ordinance and a cover sheet thereof, was prepared, and a copy of such Ordinance was posted at the municipal building, commencing on May 18, 2015 and continuing for at least ten days thereafter. Copies of such Ordinance were also available for public inspection upon request in the office of the municipal clerk.

Dated at Le Roy, Illinois this 18th day of May, 2015.

(SEAL)


Vicki Moreland, Municipal City
Clerk of the City of Le Roy, McLean
County, Illinois

STATE OF ILLINOIS)
) SS:
COUNTY OF MCLEAN)

I, Vicki Moreland, do hereby certify that I am the duly qualified and acting City Clerk of the City of Le Roy, McLean County, Illinois, and as such City Clerk that I am the keeper of the records and files of the Mayor and the City Council of said City.

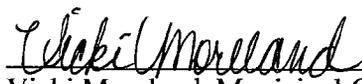
I do further certify that the foregoing is a true, correct and complete copy of an ordinance entitled:

AN ORDINANCE AMENDING THE CITY CODE REGARDING THE CITY TREASURER

I do further certify said *ordinance* was adopted by the City Council of the City of Le Roy at a regular meeting on the 18th day of May 2015 and prior to the making of this certificate the said ordinance was on file with the permanent records of said City where it now appears and remains as a permanent record of said ordinance in the record books.

Dated this 18th day of May, 2015.

(SEAL)



Vicki Moreland, Municipal City
Clerk of the City of Le Roy, McLean
County, Illinois