

STATE OF ILLINOIS - COUNTY OF BOND
CITY OF GREENVILLE

ORDINANCE NO. 3174

AN ORDINANCE MODIFYING §32.015-§32.016 OF THE GREENVILLE
CODE OF ORDINANCES OF THE CITY OF GREENVILLE,
BOND COUNTY ILLINOIS

ADOPTED BY THE
CITY COUNCIL OF
THE CITY OF GREENVILLE
THIS 8th DAY OF MAY, 2018

Published in pamphlet form by authority of the City Council of the
City of Greenville, Bond County, Illinois, this 9th day of May, 2018.

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CITY OF GREENVILLE

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ORDINANCES OF THE CITY OF GREENVILLE, BOND COUNTY, ILLINOIS

BE IT HEREBY ORDAINED by the Mayor and City Council of the City of
Greenville, Bond County, Illinois, as follows:

WHEREAS, §32.015-§32.016 previously adopted, established the office of Director
of Finance; and

WHEREAS, the City Council has determined that the City Code should have
established the position of the Director of Finance and not an office of the Director of
Finance;

NOW THEREFORE, let it be ordained:

SECTION 1 – GENERAL STATEMENT: That §32.015-§32.016 of the Greenville Code of
Ordinances is hereby amended as set forth on Exhibit A (attached hereto).


SECTION 2 – EFFECTIVE DATE: This Ordinance shall be in full force and effect from
and upon its passage and publication in pamphlet form as provided by law.

SECTION 3 – REPEAL: All prior Ordinances which are inconsistent with the provisions of
the Ordinance are hereby repealed.

SECTION 4 – SAVINGS PROVISION: In the event any section, subsection, sentence or phrase of the Ordinance should be declared invalid, all other provision hereof shall not be affected by such invalidity and shall remain in full force and effect.

Adopted this 8th day of May, 2018, at a regular meeting of the Mayor and City Council with a quorum present upon a vote of the City Council as follows:

Jes Adam	<u>Aye</u>
John Gillard	<u>Aye</u>
Mike Heath	<u>Aye</u>
Kyle Littlefield	<u>Aye</u>
Alan Gaffner	<u>Aye</u>


Alan Gaffner, Mayor

Attest: Sue Ann Nelson
Sue Ann Nelson, City Clerk

EXHIBIT A

DEPARTMENT OF FINANCE

§ 32.015 DIRECTOR OF FINANCE.

There is hereby established the position of the Director of Finance, who shall be appointed by the City Manager as provided by law. The City Manager shall serve as ex-officio Director of Finance unless and until a separate appointment is made to this office.

§ 32.016 QUALIFICATIONS; DUTIES.

(A) The Director shall have knowledge of municipal accounting and taxation and shall have experience in budgeting and financial control. He or she shall provide a bond furnished by an accredited surety company acceptable to the Council, in such amount as the Council may require, the cost of which shall be paid by the city.

(B) He or she shall have charge of the administration of the financial affairs of the city, subject to the supervision and direction of the City Manager and, to that end, he or she shall have authority and be required to:

(1) Compile both the current expense and capital estimates for the budget for the City Manager;

(2) Supervise and be responsible for the disbursement of all moneys and have control over all expenditures to ensure that budget appropriations are not exceeded;

(3) Supervise the general accounting system of the city and each of its offices, departments and agencies; exercise financial control over the same; keep such books and records and submit such financial statements to the City Manager or Council as they may require;

(4) Supervise the collection of all taxes, special assessments, license fees, water revenue or other revenue or monies due the city from any source whatever; and receive from the various departments or agencies all fees or revenue collected by them;

(5) Deposit all funds coming into his or her hands in such depositories as may be designated by resolution of the Council or, in the absence of such resolution, by the City Manager;

- (6) Make and have custody of all investments of the city's funds, including those held in a fiduciary capacity, under such regulations as the Council may prescribe;
- (7) Prescribe the forms of all financial records, receipts, vouchers, bills or claims to be used by all the offices, departments and agencies of the city;
- (8) Certify, before any contract, order or other document has been executed by which the municipality incurs financial obligation, that the expenditure is within the purpose of the appropriation ordinance, and the work program contemplated thereby, and that there is an unencumbered balance in the appropriation sufficient to pay the obligation;
- (9) Audit and approve before payment all bills, invoices, payrolls and other evidences of claims, demands or charges against the city;
- (10) Inspect and audit any accounts or records of financial transactions which may be maintained in any office, department or agency of the city apart from, or subsidiary to, the accounts kept in his or her office; and
- (11) Maintain the insurance program of the city.

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CERTIFICATE

I, Sue Ann Nelson, certify that I am the duly appointed and acting City Clerk of the City of Greenville, Bond County, Illinois.


I further certify that on May 8, 2018, the Corporate Authorities of such municipality passed and approved Ordinance No. 3174, entitled:

“AN ORDINANCE MODIFYING §32.015-§32.016 OF THE GREENVILLE CODE OF ORDINANCES
OF THE CITY OF GREENVILLE, BOND COUNTY, ILLINOIS”

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

Dated at Greenville, Illinois, this 9th day of May, 2018.

{SEAL}



Sue Ann Nelson, City Clerk