

ORDINANCE NO. 308

CITY OF HAWAIIAN GARDENS

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HAWAIIAN GARDENS AMENDING THE MUNICIPAL CODE BY ADDING CHAPTER 3.25 AND AMENDING SECTIONS 5.12.030 AND 5.12.160 OF CHAPTER 5.12 ESTABLISHING A DIRECTOR OF FINANCE AND APPOINTING THE CITY ADMINISTRATOR AS COLLECTOR AND ADMINISTRATOR OF BUSINESS LICENSES

THE CITY COUNCIL OF THE CITY OF HAWAIIAN GARDENS DOES ORDAIN AS FOLLOWS:

SECTION 1: Title 3, Chapter 3.25 is hereby added to the Municipal Code to read as follows:

"3.25 Director of Finance.

Sec. 3.25.010. Office Established.

Pursuant to authority granted by sections 37209 and 40805.5 of the California Government Code, the office of director of finance of the city is hereby established. The City Administrator shall, ex officio, be appointed and act as the director of finance.

Sec. 3.25.020. Transfer of Certain Duties of City Clerk to Director of Finance.

The duties imposed upon the city clerk by article 1 of chapter 2, part 3, division 3, title 4 of the California Government Code, are hereby transferred to the director of finance in accordance with section 37209 of such code. In addition, the finance and accounting duties imposed upon the city clerk by sections 40802 through 40805 of such code are hereby transferred to the director of finance.

Sec. 3.25.030. Powers and Duties Generally.

The director of finance shall perform all of the duties and have all of the powers and responsibilities imposed upon the city clerk by article 1, chapter 4, part 2, division 3, title 4 of the California Government Code. He shall be responsible for the efficient administration of all the affairs of the city which are under his jurisdiction. He shall prescribe such administrative rules and procedures as he may deem

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necessary or proper or the general conduct and operation of city functions under his jurisdiction. In addition to his general powers, duties and responsibilities as director of finance, and not as a limitation thereon, he shall have the powers, duties and responsibilities set forth in the following paragraphs:

(a) Charge of the administration of all financial affairs of the city, under the direction of the city administrator and subject to the control of the city council.

(b) Be the accounting officer of the city, shall maintain a general accounting system and records reflecting financial condition of the city and shall prepare and present to the council or to other agencies all financial reports required by law or as instructed by the council or city administrator.

(c) Prepare all vouchers for payment, prepare the register of demands and prepare monthly financial statement.

(d) Maintain current inventories of all property of the city, its departments, offices and agencies.

(e) Perform such other duties and exercise such other powers and responsibilities as may be assigned or delegated to him from time to time by the council.

Sec. 3.25.040. Acting Director of Finance.

In case of the absence or disability of the director of finance, and subject to approval of or ratification by the city council, the city administrator may designate some qualified person to perform the duties of the director of finance during the period of absence or disability of the director of finance, subject, however, to such person furnishing a bond to the city as set forth in section 2.24.020."

SECTION 2: Title 5, Chapter 5.12.030 and 5.12.160 are hereby amended to read as follows:

"5.12.030 License collector. The city administrator or his authorized designee shall serve as license collector and administrator of the business license law. He shall formulate in writing all necessary rules and regulations to carry out the provisions of this law, and in general shall do all things necessary and proper to carry out the spirit and intent of this law."

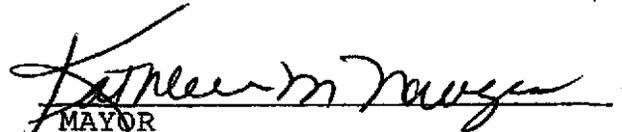
"5.12.160 Powers of city administrator. The city administrator shall have, in addition to all other powers conferred upon him, for good cause shown, the power to extend the time for filing any such statement for a period of not to exceed thirty days, and in such case waive any penalty that would have otherwise accrued; and with the approval of the council and the written approval of the city attorney, to compromise any claim for license fee subject to the provisions of the business license law.

All references in Chapter 5.12 to city clerk and/or deputy city clerk notwithstanding, said references shall mean city administrator or his designee."

SECTION 3: SEVERABILITY. If any section, subsection, subdivision, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or otherwise invalid, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance and each section, subsection, subdivision, sentence, clause and phrase thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses or phrases be declared unconstitutional.

SECTION 4: EFFECTIVE DATE. This Ordinance shall take effect thirty (30) days from the date of its adoption and prior to the expiration of fifteen (15) days from the adoption hereof the City Clerk shall cause this Ordinance to be published as required by law.

APPROVED AND ADOPTED this 12<sup>th</sup> day of August, 1986.  
BY THE CITY COUNCIL OF THE CITY OF HAWAIIAN GARDENS.

  
MAYOR

ATTEST:

  
CITY CLERK

STATE OF CALIFORNIA            )  
COUNTY OF LOS ANGELES        ) SS  
CITY OF HAWAIIAN GARDENS     )

I, Carol J. Dorfmeier, City Clerk of the City of Hawaiian Gardens do hereby certify that Ordinance No. 308 was duly and regularly passed and adopted by the City Council of the City of Hawaiian Gardens on the 12th day of August, 1986, by the following roll call vote, as the same appears on file and of record in the office of the City Clerk.

AYES: Vineyard, Sher, Furgeson, Schultze, Navejas

NOES: None

ABSENT: None

ABSTAIN: None

  
CITY CLERK

PROOF OF PUBLICATION  
(2015.5 C.C.P.)

STATE OF CALIFORNIA,  
County of Los Angeles,

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the principal clerk of the printer of the Long Beach Press-Telegram, a newspaper of general circulation, printed and published 5 times each week in the City of Long Beach, County of Los Angeles, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Los Angeles, State of California, under the date of March 21, 1934.

Case Number 370512; that the notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

August 27

all in the year 19 86.

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Dated at Long Beach, California, this \_\_\_\_\_  
27th \_\_\_\_\_ day of  
August, 19 86

  
signature

**PRESS-TELEGRAM**

Legal Advertising Department  
604 Pine Avenue, Long Beach, CA 90844  
435-1161 Extension 208

This space is for the County Clerk's Filing Stamp

\$191.36

File Ord No 308

Proof of Publication of

Ordinance No. 308

City of Hawaiian Gardens

ORDINANCE NO. 308  
CITY OF HAWAIIAN GARDENS  
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(b) Be the accounting officer of the city, shall maintain a general accounting system and records reflecting financial condition of the city and shall prepare and present to the council or to other agencies all financial reports required by law or as instructed by the council or city administrator.

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In case of the absence or disability of the director of finance, and subject to approval or ratification by the city council, the city administrator may designate some qualified person to perform the duties of the director of finance during the period of absence or disability of the director of finance, subject, however, to such person furnishing a bond to the city as set forth in section 2.24.020.

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"5.12.030 **License collector.** The city administrator or his authorized designee shall serve as license collector and administrator of the business license law. He shall formulate in writing all necessary rules and regulations to carry out the provisions of this law, and in general shall do all things necessary and proper to carry out the spirit and intent of this law."

"5.12.160 **Powers of city administrator.** The city administrator shall have, in addition to all other powers conferred upon him, for good cause shown, the power to extend the time for filing any such statement for a period of not to exceed thirty days, and in such case waive any penalty that would have otherwise accrued; and with the approval of the council and the written approval of the city attorney, to compromise any claim for license fee subject to the provisions of the business license law."

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**SECTION 4: EFFECTIVE DATE.** This Ordinance shall take effect thirty (30) days from the date of its adoption and prior to the expiration of fifteen (15) days from the adoption hereof the City Clerk shall cause this Ordinance to be published as required by law.

APPROVED AND ADOPTED this 12th day of August 1986 BY  
THE CITY COUNCIL OF THE CITY OF HAWAIIAN GARDENS  
KATHLEEN M. NAVEJAS  
Mayor

STATE OF CALIFORNIA )  
COUNTY OF LOS ANGELES ) SS  
CITY OF HAWAIIAN GARDENS )

ATTEST:  
CAROL J. DORFMEYER  
City Clerk

I, Carol J. Dorfmeier, City Clerk of the City of Hawaiian Gardens, do hereby certify that Ordinance No. 308 was duly and regularly passed and adopted by the City Council of the City of Hawaiian Gardens on the 12th day of August, 1986, by the following roll call vote, as the same appears on file and of record in the office of the City Clerk.

AYES: VINEYARD, SHER, FURGESON, SCHULTZE,  
NAVEJAS  
NOES: None  
ABSENT: None  
ABSTAIN: None

CAROL J. DORFMEYER  
City Clerk

Pub. Aug. 27, 1986 (1st PT 661295-Govt.)