

Ordinance No. 1968-6

ORDINANCE AMENDING CHAPTER 6, ARTICLE IX,
MUNICIPAL CODE OF THE CITY OF ST. CHARLES OF 1965

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ST. CHARLES,
ILLINOIS, That Chapter 6, Article IX of the Municipal Code of the City of
St. Charles, Illinois of 1965 be and the same is hereby amended to include
the following:

6.1101: CREATION OF POSITION

There is hereby created a position of Municipal Budget Officer who
shall be qualified and appointed annually by the Mayor, by and with the advise
and consent of the City Council.

6.1102: DUTIES

It shall be the duty of the Municipal Budget Officer to perform the
following duties:

Prepare and encourage the use of efficient planning,
budgeting, auditing, reporting, accounting and other fiscal
management procedures.

Compile an annual budget in accordance with ordinances
of the City.

Examine all books and records of all municipal de-
partments, commissions and boards which relate to monies received

by the municipality, municipal departments, commissions, boards and paid out by the municipality, municipal departments, commissions and boards, debits, accounts receivable, amounts owed by or to the municipality, municipal departments, commissions and boards.

Obtain such additional information from the municipality, municipal departments, commissions and boards as may be useful for purposes of compiling an annual budget, such information to be furnished by the municipality, municipal departments, commissions and boards in the form required. Any department, commission or board which refuses to make such information as required of it available to the Budget Officer shall not be permitted to make expenditures under any subsequent budget for the municipality until such municipal department, commission or board shall comply in full with the request of the budget officer.

Establish and maintain such procedures as shall insure that no expenditures are made by municipality, municipal departments, commissions, or boards except as authorized by the budget.

6.1103: REPORTING RELATIONSHIPS

The Municipal Budget Officer shall be generally supervised by the City Comptroller. The Municipal Budget Officer may supervise duly appointed deputies and employees assigned thereto.

PRESENTED to the City Council of the City of St. Charles, Illinois,
this 5th day of February A. D. 1968.

PASSED by the City Council of the City of St. Charles, Illinois,
this 5th day of February A. D. 1968.

APPROVED by me as Mayor of the City of St. Charles, Illinois,
this 6th day of February A. D. 1968.

George Neumark

GEORGE NEUMARK, MAYOR

Attest:

Janice B. Griffin

CITY CLERK