

DUNKIRK CITY CHARTER - ARTICLE XI

ARTICLE XI City Treasurer

§ 11.00. Election.

The City Treasurer shall be elected commencing with the general election in the year 1977 and every two years thereafter

The City Treasurer shall be the chief fiscal officer of the City and shall devote full time to the duties of the office and shall hold no other elective office.

§ 11.01. Powers and Duties.

The powers and duties of the City Treasurer shall include:

- (a) Receipt and having custody of all public funds belonging to or handled by the City;
- (b) Collection of all taxes, assessments, licenses, fees and other revenues of the City for whose collection the City is responsible, including those payable by law or by this Charter to other City departments or offices;
- (c) Deposit of all funds received in such depositories as may be designated by resolution of the Common Council;
- (d) Supervision over and responsibility for the disbursement of all City funds;
- (e) Submission of an annual financial statement of the City to the State Comptroller and preparation and distribution of such other statements or reports as may be required from time to time by the Common Council or as otherwise prescribed by law;
- (f) Responsibility for the issuance of vouchers to be used by all offices, departments, boards and commissions of the City;
- (g) Having custody over the investment and management of all City funds unless otherwise provided in this Charter or by law;
- (h) Requiring reports of receipts and disbursements from all offices, departments, boards and commissions of the City at such intervals as may be deemed advisable or as otherwise required by law;
- (i) Attendance at Common Council meetings;

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- (j) Subject to the Civil Service Law, Rules and Regulations, the City Treasurer shall appoint all officers and employees of the Department to fill such positions within the Department as authorized by the Common Council; the City Treasurer may also suspend and remove all employees subject to the Civic Service Law, Rules and Regulations;
- (k) Appointment of a Deputy City Treasurer;
- (l) Performance of such other similar and related duties as may be assigned by the Mayor.