

BLUE FOLDER ITEM

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CITY COUNCIL MEETING NOVEMBER 19, 2024

P.1 DISCUSSION AND POSSIBLE ACTION REGARDING CHARTER AMENDMENTS
PERTAINING TO THE DUTIES OF THE CITY CLERK AND CITY TREASURER AND
DIRECTION TO STAFF TO PREPARE BALLOT MEASURES FOR THE MARCH 4, 2025
ELECTION REFLECTING THE PROPOSED AMENDMENTS

- **REDONDO BEACH CITY TREASURER QUALIFICATIONS SUPPLEMENT**
- **REDONDO BEACH CITY TREASURER CHARTER AMENDMENTS (DRAFT)**

The City Treasurer shall have;

(1) A Bachelor's degree or an Associate's Degree with two years of work experience ~~Masters, or Doctoral degree from an accredited university in accounting, economics, finance, business, public administration,~~
or

(2) Four or more years of experience working with governmental accounting, financial markets, and investments.

Sec. 11.1. City Treasurer. *

The City Treasurer shall ~~be the custodian of~~ **maintain an autonomous role of oversight for monitoring of** all public funds belonging to or under the control of the City, or of any office, department, or agency thereof, and shall have the power and be required to;

~~(a) Receive and have custody of all moneys collected by the city from any source;~~

(a) Audit periodically, but no more than annually, administration of all monies collected from any source as reconciled by city departments

~~(b) Deposit~~ **Monitor** all moneys received **from any source** in such depositories as may be designated by resolution of the City Council;

(c) Disburse **revenue** moneys on demands having been properly audited and approved in the manner provided for in this Charter or by ordinance of the City of Redondo Beach;

~~(d) Prepare and submit to the City Clerk~~ **Have access, for review, of** monthly written reports of all receipts, **revenue** disbursements, **bank accounts** and funds balances, copies of which reports ~~shall be~~ **are** filed with the City Manager **from City departments.**

~~(e) Prepare and submit to the City Manager~~ **Have Access to** for compliance monthly reports as to the ~~failure~~ of any department heads, officers and/or employees within the City ~~failing to promptly turn over moneys~~ as required by this Charter or by ordinances of said city and have the authority to **periodically** audit all moneys collected by the City. ~~from any source to prepare these monthly reports;~~

(f) **Audit periodically, but no more than annually,** collection of City taxes and license fees;

(1) Act as Tax Administrator in the manner provided for in this Charter or by Ordinance of the City of Redondo Beach.

(g) Invest and reinvest funds according to State law; provided, however, that the City Council may adopt investment guidelines by resolution.

The City Treasurer may appoint deputies for whose acts he and his bondsmen are responsible. The deputies shall hold office at the pleasure of the City Treasurer.

The effective date of this Charter Amendment shall be April 1, 1983.

*11.1—as amended by election 11-2-82 and 11-4-14.