

ORDINANCE NO. 2675

AN ORDINANCE repealing Chapter 2.08 of the Camas Municipal Code, which combined the offices of City Treasurer and City Clerk, adopting a new Chapter 2.07 providing for the combination of the City Clerk with the City Administrator and prescribing the duties of the City Clerk; and adding a new Chapter 2.09 providing for the appointment of a City Treasurer and prescribing the duties therefore.

THE COUNCIL OF THE CITY OF CAMAS DO ORDAIN AS FOLLOWS:

Section I

Chapter 2.08 of the Camas Municipal Code is hereby repealed.

Section II

There is hereby added to the Camas Municipal Code a new Chapter 2.07 City Clerk, as set forth in Exhibit A attached hereto and by this reference incorporated herein.

Section III

There is hereby added to the Camas Municipal Code a new Chapter 2.09 City Treasurer, as set forth in Exhibit B attached hereto and by this reference incorporated herein.

Section IV

This ordinance shall take effect June 1, 2013, and shall be published as required by law.

PASSED by the Council and APPROVED by the Mayor this 20 day of May, 2013.

SIGNED: _____

Mayor

ATTEST: _____

Clerk

APPROVED as to form:

City Attorney

EXHIBIT A

CHAPTER 2.07 CITY CLERK

2.07.010 Office of City Clerk Combined with City Administrator. The office of the City Clerk is combined with the office of the City Administrator.

2.07.020 Appointment/Oath/Bond. The mayor shall appoint the City Clerk, which appointment shall be subject to confirmation by a majority vote of the City Council. The Clerk shall, before entering upon the duties of office, take an oath of office and execute and file in the Treasurer's Office an official bond in such penal sum as the Council shall determine, conditioned upon the faithful performance of the duties of the position of City Clerk.

2.07.030 Duties of Clerk. (A) To keep a full and true record of every act and proceeding of the City Council, and to keep such book accounts and make such reports as may be required by the Division of Municipal Corporations in the office of the State Auditor. (B) To record all ordinances, annexing thereto a certificate giving the number and title of the ordinance, stating that the ordinance was published and posted according to law, and that the record is a true and correct copy thereof. (C) To be custodian of the seal of the City and to have authority to acknowledge the execution of all instruments by the City which require acknowledgments. (D) To appoint a deputy for whose acts the Clerk and the Clerk's bondsman shall be responsible, and the Clerk and the Clerk's deputy shall have the authority to take all necessary affidavits to claims against the City and certify them without charge. (E) To perform such other duties as may be required by statute or ordinance. (F) To delegate such duties and responsibilities unless otherwise prohibited by law.

EXHIBIT B

CHAPTER 2.09 CITY TREASURER

2.09.010 Appointment. The mayor shall appoint the City Treasurer, which appointment shall be subject to confirmation by a majority vote of the City Council. The City Treasurer shall, before entering upon the duties of the City Treasurer's office, take an oath of office and execute and file in the Treasurer's Office an official bond in such penal sum as the Council shall determine, conditioned upon the faithful performance of his duties.

2.09.020 Duties. The City Treasurer shall exercise all the powers vested in and perform all the duties required by ordinance or statute to be performed by a treasurer of a non-charter code city operating under the mayor council plan.