

2014-Or-___

**AN ORDINANCE
of the
CITY OF
MINNEAPOLIS**

By B. Johnson and Glidden

Amending Title 2, Chapter 17 of the Minneapolis Code of Ordinances relating to Administration: Finance Department.

The City Council of the City of Minneapolis do ordain as follows:

Section 1. That Section 17.40 of the above-entitled ordinance be amended to read as follows:

17.40. Composition of the finance department. The finance department shall be organized by combining and shall exercise the powers, functions and responsibilities involving heretofore exercised by the administration, general accounting, accounts payable, control, and treasury divisions of the office of the comptroller-treasurer with and of the financial analysis, payroll and systems utilization, grants and general accounting, and budget and evaluation divisions of the assistant coordinator for finance and management.

Section 2. That Section 17.60 of the above-entitled ordinance be amended to read as follows:

17.60. Duties of finance officer. The finance officer:

(a) Shall oversee all functions of the finance department.

(b) Shall serve as treasurer to all city boards and commissions but shall not be a member of any city board or commission and shall not act as treasurer to nor be a member of the Minneapolis Employees' Retirement Board.

(c) ~~Shall serve as treasurer to the Police Relief Association but shall not be a member of its board.~~ The finance officer may, with the consent of the City Council, appoint an assistant finance officer who shall assist in the duties of the office and act as finance officer in the absence of the finance officer.

(d) Shall assume all of the powers and duties that an assistant coordinator of finance and management would have and shall assume all of the powers and duties of the finance officer set forth in the City Charter or applicable laws of the State of Minnesota and such additional powers and duties as may be delegated to the finance officer by the city coordinator or the city council, ~~including but not necessarily limited to the powers and duties as defined by the following provisions of the City Charter:~~

~~(1) Chapter 3, Sections 11 through 20;~~

~~(2) Chapter 4, Section 20;~~

~~(3) Chapter 5, Sections 11, 14 through 27, 29, 30, 31, 33, and 35;~~

- ~~(4) Chapter 9, Sections 8 and 9;~~
- ~~(5) Chapter 10, Section 23;~~
- ~~(6) Chapter 16, Sections 1, 5 through 7;~~
- ~~(7) Chapter 17, Sections 5 and 6;~~
- ~~(8) Chapter 19, Sections 2 and 17.~~

(e) Shall assure that all administrative duties are performed as are set forth in Chapter 16 of this Code.

~~(f) Shall pursuant to Minnesota Laws 1986, Chapter 359, review and countersign all annual financial reports prepared by the boards of the Minneapolis Police and Minneapolis Fire Relief Associations, shall receive and deposit all money received for the special fund of the relief associations, and shall countersign all disbursements of five thousand dollars (\$5,000.00) or more made by the relief associations. Shall sign all bonds, orders, certificates or other evidences of indebtedness of the city, or any of its boards, before any such bond, order, certificate or other evidence of indebtedness shall be valid.~~

(g) Shall sign all bond documents and documents conveying city interest in real estate. The City Council may delegate by resolution the power to make and execute contracts on behalf of the City to certain persons or to certain position titles within the City. The delegated authority to make and execute contracts on behalf of the City shall only be for contracts of a limited dollar amount and a limited term as approved by the City Council. All contracts made under the authority of this shall section shall be in a written form approved by the City Attorney. The finance officer shall sign all city contracts except for those contracts of limited amount and limited terms delegated by the city council to be signed by a particular designee. The finance officer may designate up to two persons regularly employed in the office to sign city contracts on behalf of the finance officer. The designees shall have the same authority to sign city contracts as the finance officer, except for bond and real estate conveyancing documents. The finance officer shall also keep all records of all city contract documents, including the authority to enter into a contract and any other records deemed necessary. The finance officer also may establish those administrative procedures necessary for the management of city contracts.

(h) Shall receive all moneys belonging to the city, including license money and fines, and keep an accurate and detailed account in such manner as directed by the city council.

~~(g i) Shall control public lands and buildings owned or leased by the city for municipal operations under the jurisdiction of the city council and shall take such measures for the proper maintenance and protection of public lands and buildings as in the judgment of the finance officer may be necessary. The finance officer shall also purchase or sell public lands and buildings subject to the approval of the city council. All leases of public property must involve adequate consideration to reimburse the city for property expenses. This subsection shall not apply to purchases, sales or leases for development purposes, or to those certain public lands and buildings that the city coordinator and city engineer determine are more appropriately maintained and controlled by a separate city official.~~

Section 3. That this ordinance shall take effect on January 1, 2015.