

Laws Governing Position of Town Treasurer

Government Code Sections 41001 - 41007

CHAPTER 3. City Treasurer

41001. The city treasurer shall receive and safely keep all money the treasurer receives.

41002. (a) The city treasurer shall comply with all laws governing the deposit and securing of public funds and the handling of trust funds in his or her possession.

(b) If the city has issued bonds, the city treasurer shall use a system of accounting and auditing that adheres to generally accepted accounting principles.

41003. The city treasurer shall pay out money only on warrants signed by legally designated persons.

41004. Regularly, at least once each month, the city treasurer shall submit to the city clerk a written report and accounting of all receipts, disbursements, and fund balances. The city treasurer shall file a copy with the legislative body.

41005. The city treasurer shall perform such duties relative to the collection of city taxes and license fees as are prescribed by ordinance.

41006. The city treasurer may appoint deputies.

41007. The deputies shall hold office at the pleasure of the city treasurer and receive such compensation as is provided by the legislative body.

Loomis Municipal Code Section 2.20.010

2.20.010 Duties.

The town treasurer shall perform the following duties:

- A. Receive and safely keep all money coming into his or her hands as treasurer;
- B. Comply with all laws governing the deposit and securing of public funds and the handling of trust funds;
- C. Pay out money only on warrants signed by legally designated persons;
- D. Regularly, at least once each month, the town treasurer shall submit to the town clerk a written report and accounting of all receipts, disbursements and fund balances, a copy of which shall be filed with the town council;
- E. The town treasurer may also have other duties assigned by job description for the position.