

# City Treasurer

The City Treasurer is the official custodian of City monies, and is elected by the City’s voters to serve a four-year term. Duties of the Office include the following:

- Serves as the Treasurer for the City, Successor Agency of the dissolved redevelopment agency, the Carson Housing Authority, and the Carson Reclamation Authority;
- Provides cashiering to the City’s customers and disburses funds in accordance with policy established by the City Council;
- Prepares an annual investment policy in accordance with state law;
- Deposits and invests money in accordance with state law;
- Establishes and updates cash handling and safekeeping procedures; and
- Prepares daily cash reports for the Finance Department and monthly investment reports to the City Council.

The FY17-18 budget includes the following staffing to support the Office of the City Treasurer.

Classification	FY16-17 Funded	FY17-18 Funded
CHIEF DEPUTY CITY TREASURER	1.00	1.00
ACCOUNTANT	1.00	1.00
ADMINISTRATIVE SECRETARY	1.00	1.00
SENIOR ACCOUNT CLERK	1.00	1.00
<b>Grand Total FTE</b>	<b>4.00</b>	<b>4.00</b>

PROGRAM	ACCT DESCRIPTION	FY14-15 ACTUAL	FY15-16 ACTUAL	FY16-17 ESTIMATE	FY17-18 PROPOSED
01-40-000-003	4217 2% Convenience fee	2,760	3,216	3,300	3,550
01-40-000-003	4401 Interest on Investments	247,025	178,155	349,626	199,123
<b>01-40-000-003</b>	<b>Total Department Revenue</b>	<b>249,785</b>	<b>181,371</b>	<b>352,926</b>	<b>202,673</b>

PROGRAM	ACCT DESCRIPTION	FY14-15 ACTUAL	FY15-16 ACTUAL	FY16-17 BUDGET	FY17-18 BUDGET
01-40-000-003	City Treasurer/Elected & Appointed/Operations	754,007	714,908	775,548	750,432

Account	Division	Program	Object	Adopted
01-40-000-003-5sum	Elected & Appointed	Operations	Employee Compensation	601,918
01-40-000-003-6004	Elected & Appointed	Operations	Professional Services	48,600
01-40-000-003-6010	Elected & Appointed	Operations	Office/Facilities Supp/Furn	3,600
01-40-000-003-6011	Elected & Appointed	Operations	Telephone	1,764
01-40-000-003-6013	Elected & Appointed	Operations	Auto Allowance/Mileage	6,800
01-40-000-003-6014	Elected & Appointed	Operations	Conference & Travel	4,000
01-40-000-003-6090	Elected & Appointed	Operations	Bank Service Charge Fees	79,000
01-40-000-003-6097	Elected & Appointed	Operations	Local education & Meetings	4,750
				<b>\$ 750,432</b>