



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: July 8, 2008

SUBJECT: Appointment of City Treasurer

Report in Brief

With the departure of Joan Drayton as Finance Director/Treasurer, it is necessary to appoint a replacement as the City Treasurer. The Assistant Director of Finance is now responsible for oversight of the City's cash flow and disbursement of funds. Because of these duties and the incumbent's knowledge, skills and abilities, the Assistant Director of Finance is the best choice for appointment as City Treasurer.

Staff recommends that the City Council appoint Amber D'Amato, Assistant Finance Director, as the City Treasurer, effective July 1, 2008.

Background

General Law Cities are required to have some specific designated positions on staff. One of those designated positions is that of the City Treasurer. This City has filled this position from inception, first as an elected official and then in the 2000 election, changed at the outcome of the election to an appointed official. The Finance Director was appointed as City Treasurer following the 2000 election. The elimination of the Finance Director position requires the consideration of another appointed position to be designated as City Treasurer. Staff has proposed the Assistant Finance Director to be designated as City Treasurer.

Discussion

The City must have a Treasurer and with the departure of Joan Drayton, it is necessary that one be appointed immediately. The powers of the City Treasurer are limited in scope, governed by the Woodland Municipal Code and the Government Code and are vital to the operations of the City funds and investments.

The incumbent Assistant Director of Finance, Amber D'Amato, has the knowledge, skills and abilities to meet the requirements of City Treasurer. Ms. D'Amato's current duties involve oversight

of the Finance Division which includes accounting, payroll and tracking of all City funds. Ms. D'Amato, with management oversight and support from the Director of Administrative Services and the City Manager, is in the best position to serve as City Treasurer.

Fiscal Impact

The resources necessary to implement the recommended action have been included in the FY2009 budget and updated 10-year Plan.

Public Contact

Posting of the Agenda.

Alternative Courses of Action

1. Appoint Amber D'Amato, Assistant Finance Director, as the City Treasurer, effective July 1, 2008.
2. Direct the City Manager another to recommend another staff member to be appointed to the position of City Treasurer.

Recommendation for Action

Staff recommends that the City Council approve Alternative No. 1.

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Administrative Services
and City Clerk

Mark G. Deven
City Manager