Sec. 231. Annual reports.

The various officers, boards and heads of departments shall annually report to council in comprehensive and systematized detail, the financial and other transactions of the departments or divisions thereof under their supervision or control. Such reports shall cover such period of time and be made in the manner and at the time that council shall by ordinance prescribe. Such reports shall, when so made, be grouped and published in book form as the annual report of the city. The city clerk shall compile the reports as the annual report of the city and shall publish such annual report by the production of an electronic record that is easily accessible to the public.