Ordinance No. 3159

["Beginning July 1, 1998"]

(Amending or Repealing Ordinances)

Amended by Ord. 3522
ORDINANCE NO. 3159

AN ORDINANCE of the City Council of the City of Kent, Washington, amending Chapter 3.41 of the Kent City Code, creating new Kent City Code Sections 3.41.700, 3.41.710, and 3.41.720, creating an investigative buy account for the City of Kent Police Department, establishing the amount thereof and authorizing the finance manager to transfer monies to the fund and other amendments.

THE CITY COUNCIL OF THE CITY OF KENT, WASHINGTON, DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. Chapter 3.41 of the Kent City Code is hereby amended as follows:

CHAPTER 3.41. GENERAL ACCOUNTS

PART 1. GENERALLY

Sec. 3.41.010. Personal cash advances prohibited.

In no event shall any fund or account be used for personal cash advances secured by check or other I.O.U.
PART 2. CHANGE ACCOUNT

Sec. 3.41.200. Created.
There is hereby established in the office of the finance manager a special account to be known as the change account.

Sec. 3.41.210. Amount and authorization.
The amount of the change account shall be five thousand dollars ($5,000.00). The finance manager is hereby authorized to issue a check from the general account to the change account in an amount necessary to raise the change account to the currently authorized amount.

PART 3. PETTY CASH ACCOUNT

Sec. 3.41.300. Created.
There is here established a special account to be known as the petty cash account.

Sec. 3.41.310. Amount.
The amount of the petty cash account shall not exceed one thousand five hundred dollars ($1,500.00) and the finance manager is hereby authorized to establish the account.

Sec. 3.41.320. Reimbursement.
The finance manager is authorized to issue checks by way of reimbursement to the petty cash fund whenever necessary to keep the account solvent, but in no event less often than once per month. A reimbursement voucher shall accompany each payment
to the account with receipts substantiating the expenditures attached thereto.

PART 4. GAMBLING BUY ACCOUNT

Sec. 3.41.400. Created.

There is hereby established in the office of the finance manager a special account to be known as the gambling buy account.

Sec. 3.41.410. Amount and authorization.

The amount of the gambling buy account shall not exceed two thousand dollars ($2,000.00). The finance manager is hereby authorized to issue a check for up to that amount transferring funds from the general account to the gambling buy account. The police chief and the finance manager agree that the actual amount or cash in the account on a regular basis will be kept at a minimum, as good business practices would suggest.

Sec. 3.41.420. Application for use.

The funds of the gambling buy account shall be for the use of the police department gambling enforcement activities. Application for the use of such funds shall be approved by the chief of police and submitted to the finance manager.

PART 5. CONTROLLED SUBSTANCE BUY ACCOUNT

Sec. 3.41.500. Created.

There is hereby established in the office of the finance manager a special account to be known as the controlled substance buy account.
Sec. 3.41.510. Amount and authorization.

A. The amount of the controlled substance buy account shall not exceed twenty thousand dollars ($20,000.00). The finance manager is hereby authorized to issue a check for up to that amount transferring funds from the general account to the controlled substance buy account, consistent with the amount included in annual budget. The police chief and the finance manager agree that the actual amount of cash in the account will be kept at a minimum, as good business practices would suggest.

B. In the event of an emergency situation, as determined by the chief of police, and upon joint approval of the chief of police and the finance manager, the amount of the fund may be temporarily increased up to twenty thousand dollars ($20,000.00) for the duration of the emergency period. The finance manager is authorized to deposit such funds to the controlled substance buy account as is necessary to raise the account to the approved amount.

Sec. 3.41.520. Application and use.

The funds of the controlled substance buy account shall be for the use of the police department controlled substance law enforcement activities. Application for the use of such funds shall be approved by the chief of police and submitted to the finance manager.

PART 6. FLASH MONEY ACCOUNT

Sec. 3.41.600. Created.

There is hereby established in the office of the finance manager a special account to be known as the flash money account.
Sec. 3.41.610. Amount and authorization.

The amount of the flash money account shall be one hundred thousand dollars ($100,000.00). The finance manager is hereby authorized to issue a check in that amount transferring funds from the general account to the flash money account.

Sec. 3.41.620. Application and use.

The funds of the flash money account shall be for the use of the police department law enforcement activities. Application for the use of such funds shall be approved by the chief of police and submitted to the finance manager.

PART 7. INVESTIGATIVE BUY ACCOUNT.

Section 3.41.700. Created.

There is hereby established in the office of the finance manager a special account to be known as the Investigative Buy Account.

Section 3.41.710. Amount and Authorization.

A. The amount of the account shall not exceed ten thousand dollars ($10,000.00). The finance manager is hereby authorized to issue a check for up to that amount transferring funds from the general account to the investigative buy account. The police chief and the finance manager agree that the actual amount of cash in the account on a regular basis will be kept at a minimum as good business practices would suggest.

B. In the event of an emergency situation, as determined by the chief of police, and upon joint approval of the chief of police and the finance manager, the amount of the fund may be temporarily increased up to twenty thousand dollars.
($20,000.00) for the duration of the emergency period. The finance manager is authorized to deposit such funds to the investigative buy account as is necessary to raise the account to the approved amount.

Section 3.41.720. Application for Use.
The funds of the investigative buy fund account shall be for the use of Kent Police Department's investigative enforcement activities not immediately known to be narcotics or gambling related, the furtherance of which requires the expenditure of funds. Application for the use of said fund shall be approved by the chief of police and submitted to the finance manager.

Section 2. Any act consistent with the authority and prior to the effective date of this ordinance is hereby ratified and confirmed.

Section 3. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 4. Effective Date. This ordinance shall take effect and be in force thirty (30) days from and after its passage, approval and publication as provided by law.

[Signature]
JIM WHITE, MAYOR
ATTEST:

BRENDA JACOBER, CITY CLERK (DEPUTY)

APPROVED AS TO FORM:

ROGER A. LUBOVICH, CITY ATTORNEY

PASSED 15th day of March, 1994.
APPROVED 16th day of March, 1994.
PUBLISHED 18th day of March, 1994.

I hereby certify that this is a true copy of Ordinance No. 3159, passed by the City Council of the City of Kent, Washington, and approved by the Mayor of the City of Kent as hereon indicated.

BRENDA JACOBER, CITY CLERK (DEPUTY)

DONNA SWALL

(SEAL)