Ordinance No. 3522
(Amending or Repealing Ordinances)

CFN=131 – Zoning Codes
Passed 9/19/2000
Worker’s Comp. Bank Acct

AMENDS: Sec 3.41 (formerly 3.14) of Ords 2455, 2572, 2823, 2825, 2876, 2877, 2879, 2882, 2980, 3159, 3378, 3425, 3497;
REPEALS: Ords. 2881 & 3157
Amended by Ord. 3535; 3856
ORDINANCE NO. 3522

AN ORDINANCE of the City Council of the City of Kent, Washington, repealing Chapter 3.05 of the Kent City Code, entitled “Worker’s Compensation Bank Account,” and amending Chapter 3.41 of the Kent City Code by adding new sections entitled “Worker’s Compensation Bank Account” adjusting the amount of the fund and making other related amendments.

WHEREAS, the current amount allocated to the worker’s compensation bank account by the Kent City Code is often insufficient to cover the authorized expenditures for worker’s compensation claims; and

WHEREAS, increasing the amount of funds in the worker’s compensation bank account will better provide for funds in the worker’s compensation account to cover anticipated worker’s compensation claims; and

WHEREAS, revising the code to include the worker’s compensation bank account section with the chapter 3.41 relating to general accounts will simplify the code; NOW THEREFORE,

1 Worker’s Compensation Bank Account
THE CITY COUNCIL OF THE CITY OF KENT, WASHINGTON, DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. Chapter 3.05 of the Kent City Code, entitled "Worker's Compensation Bank Account," is hereby repealed in its entirety.

SECTION 2. Chapter 3.41 of the Kent City Code is hereby amended to read 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. 3.41.020. Change account.
A. See 3.41.200. Created. There is hereby established in the office of the finance director a special account to be known as the change account.
B. See 3.41.210. Amount and authorization. The amount of the change account shall be three thousand five hundred dollars ($3,500). The finance director is hereby authorized to establish and administer the account.

PART 3. PETTY CASH ACCOUNT

Sec. 3.41.030. Petty cash account.
A. See 3.41.300. Created. There is hereby established a special account to be known as the petty cash account.
B. See 3.41.310. Amount. The amount of the petty cash account shall not exceed three thousand three hundred dollars ($3,300). The finance director is hereby authorized to establish and administer the account.

C. See 3.41.320. Reimbursement. The finance director 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. 3.41.040. Gambling buy account.

A. See 3.41.400. Created. There is hereby established in the office of the finance director a special account to be known as the gambling buy account.

B. See 3.41.410. Amount and authorization. The amount of the gambling buy account shall not exceed two thousand dollars ($2,000). The finance director 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 director 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.

C. See 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 director.

PART 5. CONTROLLED SUBSTANCE BUY ACCOUNT

Sec. 3.41.050. Controlled substance buy account.

A. See 3.41.500. Created. There is hereby established in the office of the finance director a special account to be known as the controlled substance buy account.

B. See 3.41.510. Amount and authorization.
A-1. The amount of the controlled substance buy account shall not exceed twenty thousand dollars ($20,000). The finance director 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 director agree that the actual amount of cash in the account will be kept at a minimum, as good business practices would suggest.

B2. 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 director, the amount of the fund may be temporarily increased up to twenty thousand dollars ($20,000) for the duration of the emergency period. The finance director is authorized to deposit such funds to the controlled substance buy account as is necessary to raise the account to the approved amount.

C. See 3.41.520—Application for 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 director.

PART 6—FLASH MONEY ACCOUNT

Sec. 3.41.060. Flash money account.
A. See 3.41.060—Created. There is hereby established in the office of the finance director a special account to be known as the flash money account.

B. See 3.41.10—Amount and authorization. The amount of the flash money account shall be one hundred thousand dollars ($100,000). The finance director is hereby authorized to issue a check in that amount transferring funds from the general account to the flash money account.

C. See 3.41.120—Application for 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 director.
PART 7. INVESTIGATIVE BUY ACCOUNT

Sec. 3.41.070. Investigative buy account.
A. See 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.
B. See 3.41.710. Amount and authorization.
   A1. The amount of the account shall not exceed ten thousand dollars ($10,000). 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.
   B2. 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) 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.
C. See 3.41.720. Application for use. The funds of the investigative buy fund account shall be for the use of the 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 such fund shall be approved by the chief of police and submitted to the finance manager.

PART 8. EMERGENCY PETTY CASH ACCOUNT

Sec. 3.41.080. Emergency petty cash account.
A. See 3.41.730. Created. There is hereby established in the office of the finance director a special account to be known as the emergency petty cash account.
B. See 3.41.740—Amount and authorization. The amount of the emergency petty cash account shall not exceed ten thousand dollars ($10,000). The finance director is hereby authorized to issue checks for up to that amount transferring funds from the general account to the emergency petty cash account.

C. See 3.41.750—Application for use. The funds of the emergency petty cash account shall be used for emergency purposes as determined and approved by the mayor and his or her designee. The finance director is hereby authorized to administer the account for those purposes.

Sec. 3.41.090. Worker’s compensation bank account.

A. Created. There is hereby established in the office of the finance director a special account to be known as the worker’s compensation bank account with signatory authority by the chief administrative officer, finance director, and/or their designees.

B. Amount and authorization. The amount of the worker’s compensation bank account shall be thirty-five thousand dollars ($35,000). The finance director, or his or her designee, is hereby authorized to transfer funds from the worker’s compensation fund to the worker’s compensation bank account in amounts necessary to cover all approved payments for worker’s compensation claims.

C. Application for use. The funds of the worker’s compensation bank account shall be for the use of the city and/or the city’s authorized agent for payment of city workers compensation claims. Application for payment out of this account shall be approved by the employee services director, or designee, and submitted to the finance director, or designee, for payment.

SECTION 3.—Severability. If any one or more section, subsections, or sentences of this Ordinance are held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portion of this ordinance and the same shall remain in full force and effect.
SECTION 4. - Effective Date. This ordinance shall take effect and be in force thirty (30) days from and after its passage and publication as provided by law.

JIM WHITE, MAYOR PRO TEM

ATTEST:

BRENDA JACOBER, CITY CLERK

APPROVED AS TO FORM:

ROGER LUBOVICH, CITY ATTORNEY

PASSED: 19 day of September, 2000.

APPROVED: 20 day of September, 2000.

PUBLISHED: 22 day of September, 2000.

I hereby certify that this is a true copy of Ordinance No. 3522 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 (SEAL)
BRENDA JACOBER, CITY CLERK