

ORDINANCE NO. 268

CITY OF LACEY

AN ORDINANCE CREATING A COMPUTER SERVICES FUND; PROVIDING FOR SAID FUND, AND PROVIDING REGULATIONS FOR THE OPERATION OF AND EXPENDITURES FROM SAID FUND.

THE CITY COUNCIL OF THE CITY OF LACEY DOES ORDAIN AS FOLLOWS:

Section 1. There is hereby added to the Lacey Municipal Code, Chapter 3.42 to read as follows:

3.42.010 Computer Services Fund--Created--Purpose.

There is hereby created and established a special fund to be known and designated as the "Computer Services Fund" to be used as a revolving fund to be expended for salaries, wages and operations required for the repair, replacement, purchase, lease, rental and operation of computer equipment, and for the purchase of all equipment, materials and supplies to be used in the administration and operation of said fund.

3.42.020 Computer Services Fund--Supervision.

The Computer Services Fund created herein shall be under the direction of the Clerk-Treasurer.

3.42.030 Computer Services Fund--Charges.

All computer equipment, supplies and materials of the various divisions and departments of the City of Lacey shall be transferred to the Computer Services Fund as directed by the Clerk-Treasurer.

1st reading 11/16/72

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The charges for the rental for the use of computer equipment shall be sufficient to cover the maintenance, operation, replacement and lease or rental of such equipment, and the terms for the rental thereof shall be on an annual, monthly, daily or hourly basis as determined by the Clerk-Treasurer. A schedule of such charges shall be prepared by the Clerk-Treasurer, subject to the approval of the City Council. Such rental rates may be reviewed and if needed, be revised at least annually, to meet changing costs of maintenance, operation, replacement and lease or rental of said equipment.

3.42.040 Computer Services--Accounts. The Clerk-Treasurer shall keep such books, accounts and records as are necessary to control and report the financial operations of the Computer Services Fund, and shall further subdivide the cash account thereof into two separately designated accounts as follows:

(a) Account "A", which shall be the "Current Operating Account" into which shall be placed those portions of the charges made to the various divisions and departments of the City of Lacey, in accordance with the provisions of Section 3.42.030 hereof, which are specifically billed said divisions and departments to provide sufficient moneys to pay the salaries and wages, materials,

overhead, lease or rental costs, and other costs necessary to operate and maintain all computer equipment rented thereto. There shall also be placed into Account "A" moneys which may from time to time be made specifically available thereto by action of the City Council.

(b) Account "B", which shall be the "Computer Equipment Reserve Account" into which shall be placed those portions of the charges made to the various divisions and departments of the City of Lacey, in accordance with the provisions of Section 3.42.030 hereof, which are specifically billed said divisions and departments to provide sufficient moneys, having first taken into consideration the necessary operating and maintenance costs billed under the preceding paragraph, to pay the costs of purchasing or replacing that portion of the computer equipment which is or will be owned by the City of Lacey and is required to carry out the purposes of the Computer Services Fund. There shall also be placed in Account "B" moneys which are derived from the direct sale of any of the equipment or other capital assets of the fund and any moneys which may from time to time be made specifically available thereto by action of the City Council.

3.42.050 Computer Services Fund--Expenditures.

Any withdrawals or expenditures from said Computer Services

Fund shall be made only in the following manner:

(a) Expenditures from Account "A" shall be made only upon duly approved payrolls and vouchers of the City of Lacey for the purposes hereinbefore ascribed to said account.

(b) Expenditures from Account "B" shall be made only upon duly approved vouchers of the City of Lacey for the purposes hereinbefore ascribed to said account.

3.42.060 Computer Services Fund--Transfer of Moneys Prohibited. All moneys deposited in said Computer Services Fund and not expended as provided herein shall remain in the fund from year to year and shall not be transferred to any other fund or expended for any other purpose whatsoever.

3.42.070 Computer Services Fund--Reversion of Moneys on Termination of Fund. If, at any time hereafter, the City Council of the City of Lacey shall abolish said Computer Services Fund, then all moneys on deposit therein shall revert to and be deposited in the several funds and divisions participating in the Computer Services Fund.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR this 7 day of December, 1972.

ATTEST: 
CITY CLERK


MAYOR

APPROVED AS TO FORM: _____
CITY ATTORNEY

PASSED: 12-7-72

PUBLISHED: 12-13-72