

ORDINANCE NO. O2022-026

AN ORDINANCE of the City Council of the City of Tumwater, Washington, relating to equipment rental and reserve funding and amending Chapter 3.36 of the Tumwater Municipal Code addressing fleet rental and reserve funding and adding a new section establishing a new equipment rental and reserve fund for Information Technology as more particularly described herein.

WHEREAS, the City established an equipment rental and reserve (ER&R) fund for its fleet vehicles and other equipment in 1983 by Ordinance 986; and

WHEREAS, Information Technology (IT) is now vital to all aspects of City operations and services; and

WHEREAS, some Information Technology assets are co-mingled in the existing ER&R fund; and

WHEREAS, one of the City’s strategic goals is to refine and sustain a great organization; and

WHEREAS, the City’s strategic objectives are to be fiscally responsible and develop sustainable financial strategies; and to utilize technology to improve access, customer service, and efficiency; and

WHEREAS, the number of IT assets and the cost of IT assets have increased and will continue to increase into the future; and

WHEREAS, adding an Equipment rental and reserve fund specifically for IT assets will increase operational efficiency, improve budgeting for IT assets, and increase transparency;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF TUMWATER, STATE OF WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. Section 3.36.060, Equipment rental and reserve fund – Established, of the Tumwater Municipal Code is hereby amended to read as follows:

3.36.060 Equipment rental and reserve fund – ~~Established~~Fleet.

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- A. There is established a fund to be known as the "equipment rental and reserve fund - Fleet," to be used for the expenditures for salaries, wages and operations required for the repair, replacement, purchase and operation of all motor vehicles and other portable equipment which the city shall decide to maintain and replace through this fund.
- B. All motor vehicles and other portable equipment of the various departments of the city shall be transferred to the Equipment rental and reserve fund – Fleet as directed by the finance department.
- C. The charges for the use of equipment shall be sufficient to cover the maintenance, operation and replacement of such equipment and the terms for the rental thereof shall be as determined by the finance department, as approved by the adoption of the annual budget. Such rental rates shall be reviewed and, if needed, revised to meet changing costs of maintenance, operation and replacement.
- D. There shall be kept, as directed by the finance director, such books, accounts and records as are necessary to control and report the financial operations of the Equipment rental and reserve fund - Fleet. Within the fund there shall be kept separate accounts for operation and maintenance and for a depreciation reserve account for replacement of equipment in this fund.
- E. All moneys deposited in the Equipment rental and reserve fund - Fleet and not expended as provided in this chapter shall remain in the fund from year to year and shall not be transferred to any other fund or expended for any other purpose.
- F. If, at any time hereafter, the city council shall abolish the Equipment rental and reserve fund - Fleet, then all moneys on deposit therein shall revert to and be deposited in the several funds and departments participating in the fund.

Section 2. A new Section, 3.36.065, Equipment rental and reserve fund – Information Technology, is hereby added to the Tumwater Municipal Code as follows:

3.36.065 Equipment rental and reserve fund – Information Technology.

- A. There is established a fund to be known as the "equipment rental and reserve fund – Information Technology" to be used for the expenditures for salaries, wages and operations required for the repair, replacement, purchase and operation of all information technology and other electronic equipment and assets (IT equipment) which the city shall decide to maintain and replace through this fund.

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- B. All IT equipment of the various departments of the city shall be transferred to the equipment rental and reserve fund – Information Technology as directed by the finance department.
- C. The charges for the use of IT equipment shall be sufficient to cover the maintenance, operation and replacement of such equipment and the terms for the rental thereof shall be as determined by the finance department, as approved by the adoption of the annual budget. Such rental rates shall be reviewed and, if needed, revised to meet changing costs of maintenance, operation and replacement.
- D. There shall be kept, as directed by the finance director, such books, accounts and records as are necessary to control and report the financial operations of the equipment rental and reserve fund – Information Technology. Within the fund there shall be kept separate accounts for operation and maintenance and for a depreciation reserve account for replacement of IT equipment in this fund.
- E. All moneys deposited in the equipment rental and reserve fund - Information Technology and not expended as provided in this chapter shall remain in the fund from year to year and shall not be transferred to any other fund or expended for any other purpose.
- F. If, at any time hereafter, the city council shall abolish the equipment rental and reserve fund – Information Technology, then all moneys on deposit therein shall revert to and be deposited in the several funds and departments participating in the fund.

Section 3. Section 3.36.070 Equipment rental and reserve fund- Supervision of the Tumwater Municipal Code shall be deleted as follows:

~~The equipment rental and reserve fund created in this chapter shall be supervised by the finance department.~~

~~(Ord. 096-027, Amended, 10/15/1996; Ord. 986, Added, 12/20/1983)~~

Section 4. Section 3.36.080 Equipment rental and reserve fund – Transfer of equipment of the Tumwater Municipal Code shall be deleted as follows:

~~All motor vehicles and other portable equipment of the various departments of the city shall be transferred to the equipment rental and reserve fund as directed by the finance department.~~

~~(Ord. 096-027, Amended, 10/15/1996; Ord. 986, Added, 12/20/1983)~~

Section 5. Section 3.36.090 Equipment rental and reserve fund – Charges of the Tumwater Municipal Code shall be deleted as follows:

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~~The charges for the use of equipment shall be sufficient to cover the maintenance, operation and replacement of such equipment and the terms for the rental thereof shall be as determined by the finance department, as approved by the adoption of the annual budget. Such rental rates shall be reviewed and, if needed, revised to meet changing costs of maintenance, operation and replacement.~~

~~(Ord. 096-027, Amended, 10/15/1996; Ord. 986, Added, 12/20/1983)~~

Section 6. Section 3.36.100 Equipment rental and reserve fund – Accounts of the Tumwater Municipal Code shall be deleted as follows:

~~There shall be kept, as directed by the finance director, such books, accounts and records as are necessary to control and report the financial operations of the equipment rental and reserve fund. Within the fund there shall be kept separate accounts for operation and maintenance and for a depreciation reserve account for replacement of equipment in this fund.~~

~~(Ord. 096-027, Amended, 10/15/1996; Ord. 986, Added, 12/20/1983)~~

Section 7. Section 3.36.110 Equipment rental and reserve fund – Transfer of moneys prohibited of the Tumwater Municipal Code shall be deleted as follows:

~~All moneys deposited in the equipment rental and reserve fund and not expended as provided in this chapter shall remain in the fund from year to year and shall not be transferred to any other fund or expended for any other purpose.~~

~~(Ord. 986, Added, 12/20/1983)~~

Section 8. Section 3.36.120 Equipment rental and reserve fund – Reversion of moneys on termination of fund of the Tumwater Municipal Code shall be deleted as follows:

~~If, at any time hereafter, the city council shall abolish the equipment rental and reserve fund, then all moneys on deposit therein shall revert to and be deposited in the several funds and departments participating in the fund.~~

~~(Ord. 986, Added, 12/20/1983)~~

Section 9. Corrections. The City Clerk and codifiers of this ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 10. Ratification. Any act consistent with the authority and prior to the effective date of this ordinance is hereby ratified and affirmed.

Section 11. Severability. The provisions of this ordinance are declared separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section, or portion of this ordinance or the invalidity of the application thereof to any person or circumstance, shall not affect the validity of the remainder of the ordinance, or the validity of its application to other persons or circumstances.

Section 12. Effective Date. This ordinance shall become effective five (5) days after passage, approval and publication as provided by law.

ADOPTED this 6th day of December, 2022.

CITY OF TUMWATER

Debbie Sullivan, Mayor

ATTEST:

Melody Valiant, City Clerk

APPROVED AS TO FORM:

Karen Kirkpatrick, City Attorney

Published:_____

Effective Date:_____