

TO: City Council
FROM: Troy Niemeyer, Finance Director
DATE: December 6, 2022
SUBJECT: Ordinance No. O2022-027, Establishing a new fund "LERMS"

1) Recommended Action:

Adopt Ordinance No. O2022-027 to establish a new fund for the Law Enforcement Records Management System (LERMS).

2) Background:

This was presented to the Budget and Finance Committee on October 19, 2022, where it was approved to be sent to the consent agenda on December 6th. LERMS is an interlocal agency that includes the cities of Tumwater, Olympia, Lacey, Yelm, and Tenino. Its purpose is to manage records for the law enforcement departments of the cities. The City of Olympia was the lead agency until now. Due to staff turnover, it no longer has the knowledge and expertise to manage this system. Our Police Department does, and has agreed to take over the management of the system. The money collected to run the system is not ours, and should therefore be accounted for separately. Establishing a separate fund will allow the Finance Department to keep the LERMS money separate from other City funds for safekeeping and transparency.

3) Policy Support:

Be fiscally responsible and develop sustainable financial strategies.

4) Alternatives:

☐ Do not approve the new fund. However, that is not a fiscally responsible alternative.

5) Fiscal Notes:

There is no cost to establish this fund.

6) Attachments:

A. Attachment A – Ordinance No. O2022-027.