

# ORIGINAL

0046.030.002  
JGR/srf  
05/03/93  
R:05/06/93

ORDINANCE NO. 57

AN ORDINANCE OF THE CITY OF WOODINVILLE, WASHINGTON, ESTABLISHING A PETTY CASH FUND FOR THE CITY OF WOODINVILLE FOR THE PURPOSE OF ACCOMMODATION IN THE MAKING OF MINOR AUTHORIZED DISBURSEMENTS AND THE MAKING OF CHANGE; AND ESTABLISHING AN EFFECTIVE DATE.

---

WHEREAS, the City of Woodinville is a noncharter code city organized and existing under the provisions of Title 35A of the Revised Code of Washington, and

WHEREAS, the City was officially incorporated on March 31, 1993, and the City Council believes it to be in the best interest of the City to establish a petty cash fund for the purpose of making minor disbursements and making change, NOW, THEREFORE,

THE CITY COUNCIL OF THE CITY OF WOODINVILLE, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. A new chapter, Chapter 3.24, City Petty Cash Fund, is hereby added to Woodinville City Code Title 3, Revenue and Finance, to read as follows:

Chapter 3.24

CITY PETTY CASH FUND

Sections:

- 3.24.010 Established.
- 3.24.020 Appropriation of funds.
- 3.24.030 Expenditures and deposits.

3.24.010 Established. The City Clerk/Treasurer is hereby authorized to establish a Petty Cash Fund in such amount as

# ORIGINAL

the City Clerk/Treasurer may from time to time, in writing, determine necessary for the efficient carrying out of the purposes for which said fund is established but not to exceed \$300.00. This fund is established for the purpose of making change and for payment of incidental office expenses incurred by the City. The fund shall be administered by the City Clerk/Treasurer in accordance with regulations providing for such lawful administration.

3.24.020 Appropriation of funds. A sum of up to, but not exceeding, \$300.00 is appropriated from the City General Fund to the City Petty Cash Fund for the purpose authorized in Section 3.24.010, and the City Clerk/Treasurer is authorized, from time to time, to reimburse the Petty Cash Fund for actual expenses incurred as contemplated in Section 3.24.010.

3.24.030 Expenditures and deposits. Any expenditures from and deposits into the City Petty Cash Fund prior to the effective date of the ordinance codified in this chapter are hereby ratified and confirmed.

Section 2. 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 3. Effective Date. This ordinance or a summary thereof consisting of the title shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after publication.

PASSED by the City Council of the City of Woodinville  
this 10<sup>th</sup> day of May, 1993.

ORIGINAL

APPROVED:

Lucy DeYoung  
MAYOR, LUCY DEYOUNG

ATTEST/AUTHENTICATED:

Marie O'Connell  
CITY CLERK, MARIE O'CONNELL

APPROVED AS TO FORM:  
OFFICE OF THE CITY ATTORNEY:

BY Walter Stauder

FILED WITH THE CITY CLERK: 5-6-93  
PASSED BY THE CITY COUNCIL: 5-10-93  
PUBLISHED: 5-17-93  
EFFECTIVE DATE: 5-22-93  
ORDINANCE NO. 57