

ORDINANCE NO. 2014-12-071

AN ORDINANCE CREATING A NEW INTERNAL SERVICE FUND FOR PUBLIC WORKS ADMINISTRATION AND ENGINEERING SERVICES.

WHEREAS, the Public Works Department provides administration, management, engineering, and technical services citywide and to outside governmental agencies and private parties; and

WHEREAS, these services have historically been tracked and accounted for in the Street Fund; and

WHEREAS, best accounting practices promotes the creation of an internal service fund to track and account for the services that are provided by public works administration and engineering not directly related to the maintenance and improvements of city assets in the Street Fund; and

WHEREAS, the City Council must approve the creation and closure of all City Funds.

NOW, THEREFORE, THE CITY OF BELLINGHAM DOES ORDAIN:

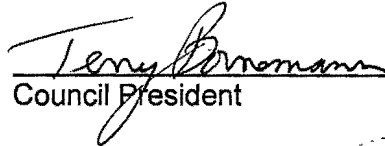
A new internal service fund, the Public Works Administration and Engineering Services Fund is hereby created. The Public Works Department is responsible for administration of the fund.

The fund will be self-sufficient through its revenues for operating expenses. Billable hours with an overhead rate will be charged directly to capital projects, user funds, departments, or other entities. Non-billable hours will be charged through an overhead allocation to user funds within the Public Works Department.

The fund is perpetual and fund balance remaining at the conclusion of each budget year shall carry over to the next budget year. Upon determination that the balance of this internal service fund exceeds the amount necessary to maintain a prudent funding level for current expenditures and future, short-term stabilization of the fund, the City may, through the budgetary process, make withdrawals from this fund for any City purpose.

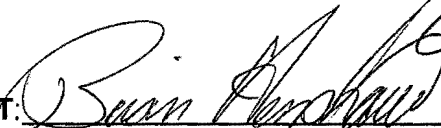
The Finance Director is delegated the authority to administratively change the name and number of the fund created in this ordinance, if necessary, for best accounting practices and so long as the purpose of and use of the funds deposited therein do not change in any manner.

PASSED by the Council this 15th day of December, 2014.




Council President

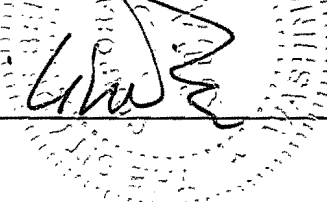
APPROVED by me this 30th day of December, 2014.



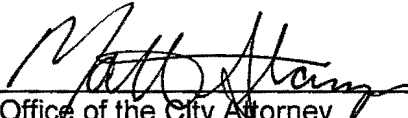
Finance Director



Mayor



APPROVED AS TO FORM:



Office of the City Attorney

Published:

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