

NON-CODE ORDINANCE

Requested by: Administration/Clerk
Prepared by: Clerk/Finance
Introduced: November 25, 2002
Public Hearing: December 9, 2002
Adopted: December 9, 2002
Vote: Unanimous

**CITY OF WASILLA
ORDINANCE SERIAL NO. 02-77**

**AN ORDINANCE OF THE CITY OF WASILLA, ALASKA AMENDING THE FY-03
BUDGET BY APPROPRIATING \$30,000 FROM THE CAPITAL RESERVES FUND
BALANCE TO THE RECORDS RETENTION PROJECT.**

Section 1. Classification. This is a non-code ordinance.

Section 2. Purpose. To appropriate funds for the purpose of continuing the records management program for the city.

Section 3. Appropriation. Funds are appropriated to the following fund:

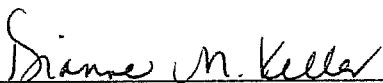
Records Retention Project 11.55.471.811.29 \$30,000

Section 4. Source of Funds.

Capital Reserves Fund Balance \$30,000

Section 5. Effective Date. This ordinance becomes effective upon adoption by the Wasilla City Council.

ADOPTED by the Wasilla City Council on December 9, 2002.



DIANNE M. KELLER, Mayor

ATTEST:



KRISTIE L. SMITHERS, CMC
City Clerk

[SEAL]



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TO: Wasilla City Council
THRU: Mayor Dianne M. Keller *DMK*
FROM: Kristie Smithers, City Clerk *KS*
DATE: November 8, 2002
SUBJECT: Ordinance Serial No. 02-77

SUMMARY:

Over the past several months Jeff Schowen with Acumen Services, has been working with the city on our records management program. This program was put on hold for a few months as we had our transition with our new Mayor.

Recently Mayor Keller, department heads and myself met to discuss the continuation of the records program. We have strong support from everyone involved to continue the project and need more funding from the council at this time to continue the next few phases.

We are requesting \$30,000, which will take the project through the end of FY-03. Over the next few years, we will be budgeting future funds in the CIP for this project. We anticipate requesting approximately \$40,000 in FY-04.

We appreciate the council's continued support of this project. Thank you.

FISCAL IMPACT: If yes, amount requested: \$30,000
Account No.: Capital Reserve Fund

CLERK'S RECOMMENDED ACTION: Introduce and set for public hearing.

ATTACHMENTS: Records Management Project Timeline