ORDINANCE NO. 18268

AN ORDINANCE introduced by Councilmember John Alcala, relating to the full accounting of all funds and City property entrusted to him/her upon the retirement, resignation or discharge from City employment by a department or division head.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TOPEKA, KANSAS:

Section 1. That City of Topeka Code Section 2-119 shall read as follows:

Accounting upon separation from employment.

To assure that a department or division head upon retirement, resignation or discharge from City employment has accounted fully for all funds and city property entrusted to him/her an inventory audit will be conducted in accordance with policies adopted by the administration before separation from employment. The employee shall reconcile or arrange financial settlement of items for which the employee cannot account. Financial settlement is considered to be a payment in the form of a personal check or lump-sum payment.

Section 2. This Ordinance shall take effect and be in force from and after its passage, approval and publication in the official City newspaper.

Passed and approved by the City Council June 15, 2004.

James A. McClinton, Mayor

ATTEST:

Iris E. Walker, City Clerk

APPROVED AS TO FORM AND LEGALITY
DATE 6/28/04 BY BK
TO BE CODIFIED ✔
NOT TO BE CODIFIED

VYORD/INVENTORY 06/28/04