

Resolution Changing Petty Cash

Kittitas County Board of County Commissioners

Agenda Staff Report

Agenda Date: August 17, 2010

Action Requested: Request the Board to sign the Resolution changing Petty Cash Accounts

Background:

This resolution authorizes the establishment of accounts to be maintained by departments for operations, in the form of till accounts, petty cash and revolving funds. This resolution reduces the amount of till accounts in the Auditor's office by \$350.00, due to reduction in personnel and restructuring of office procedures reduce licensing till account from \$1,000 to \$800; eliminate the recording tills in the amount of \$200.00 add \$50.00 to the change account.

Change in the Clerk increase total by \$50.00; changing the till account from \$50.00 to \$100.00. This increase is due to the additional fees for selling passport pictures.

Solid Waste added \$1,000.00 for the checking account float to cover account fees.

Recommendation:

Have the Board sign the Resolution changing the total petty cash accounts.

Interaction:

Jerry Pettit, County Auditor
Joyce Julsrud, County Clerk
Patti Johnson, Solid Waste Director

Handling:

Original to Judy Pless

Attachments:

Resolution changing petty cash accounts

Lead Staff

Judy Pless, Budget & Finance Manager
Kittitas County Auditor's Office