

Resolution Changing Authorized Cash Balances

Kittitas County Board of County Commissioners

Agenda Staff Report

Agenda Date: July 7th, 2015

Action Requested: Request the Board to sign the Resolution changing Authorized Cash Balances for Petty Cash, Revolving Funds, Till Accounts, Funds on Deposit, etc.

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 changes the following

Department	Explanation	Adjustment amount
Starting Balance	Resolution 2013-058 (the resolution has the wrong year on the actual resolution)	\$23,635
County Treasurer	The change drawer is currently at \$1,150 and we need to have it increase by \$300 to a total of \$1,450, because the increase in departments receiving larger bills is creating the need for more change which is received from the Treasurer	300
County Fair	Close the till accounts to handle <i>Ye Olde County Faire</i> , this authorized amount will be returned after the close of the event (there are no funds outstanding – just removing it from the resolution)	-400
Public Health	To create an Investigation Petty cash for Public Health in the amount of \$230 to be used for compliance checks which will be opened and closed for a short time period.	230
		\$23,765

Recommendation:

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

Interaction:

Kaitlyn Reddick, Fiscal Analyst for Public Health
Lisa Murray, Administrative Assistance County Treasurer
Sue Higginbotham, Deputy Administrator

Handling:

Original to Judy Pless

Attachments:

Resolution changing petty cash accounts

Lead Staff