

RESOLUTION NO. 2014-05

RESOLUTION TO RE-ESTABLISH PETTY CASH/CHANGE FUNDS

RECITALS:

The City of Othello has petty cash/change fund amounts for City Hall and the City swimming pool to aid in providing cash transactions for receipting purposes and cover extraordinary expenses.

The combined petty cash/change fund amounts have been established at \$1,400. These funds are in various locations and amounts to help with customer transactions.

The Police Department has had a \$1,000 drug buy fund, since 1977. This fund is not recorded in our accounting system. This resolution will recognize this fund as a City asset. The petty cash/change fund amounts should be increased to \$2,400, which will be an increase of \$1,000, for the police drug buy fund. This will ensure accurate financial reporting and provide for accountability over its usage.

IT IS RESOLVED AS FOLLOWS:

The City of Othello has re-established the following amounts in petty cash/change funds:

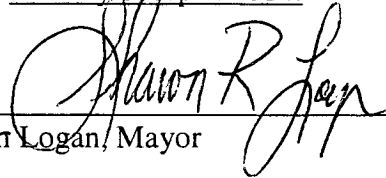
City Hall.....\$300.00 Petty Cash Fund
- Front Counter Receipting \$200.00 Change Fund Drawer #1
- Front Counter Receipting \$200.00 Change Fund Drawer #2
- Front Counter Receipting \$200.00 Change Fund Drawer #3
- Front Counter Receipting \$200.00 Change Fund Drawer #4

Park & Recreation.....\$ 0 Petty Cash Fund
- Pool Admissions \$100.00 Change Fund
- Pool Concessions \$100.00 Change Fund

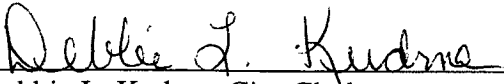
Police Department.....\$ 100.00 Change Fund
Police Department.....\$ 1,000.00 Drug Buy Fund

Total \$2,400.00

ADOPTED by the City Council of Othello, Washington this 14th day of April 2014.

By: 
Sean Logan, Mayor

ATTEST:

By: 
Debbie L. Kudrna, City Clerk