

RESOLUTION 2014-096
A RESOLUTION TO UPDATE PETTY CASH FUNDS, CHANGE FUNDS AND TRAVEL FUNDS

WHEREAS, the City Council previously adopted Resolution 2014-003 Establishing and Re-Establishing Petty Cash Funds, Change Funds and Travel Funds; and

WHEREAS, the Cash Handling Audits I and II prepared by Compass have made the recommendation that the Finance Office create and maintain a complete and accurate list of all petty cash funds, change funds and travel funds; and

WHEREAS, such list should property be supported by City Council resolutions; and

WHEREAS, the Rapid City Fire & Emergency Services Department has requested an additional \$250 Fire Administration Petty Cash Fund and a \$2,000 Fire/EMS Travel Fund to operate the department more efficiently; and

WHEREAS, the following changes to the existing change, petty cash and travel funds are to be made:

Library	Petty Cash	increase to \$250
Library	Copier Change Fund	increase to \$75
Parks & Rec	Parkview Admission CF	increase to \$300
Parks & Rec	Parkview Concession CF	reduce to \$175
Parks & Rec	Hilton Admission CF	increase to \$300
Parks & Rec	Hilton Concession CF	reduce to \$175
Parks & Rec	Horace Mann Concessions CF	reduce to \$0
Public Works	Solid Waste Disposal CF	increase to \$500*
Public Works	Traffic Engineering Petty Cash	reduce to \$0

NOW, THEREFORE, BE IT RESOLVED, that an additional petty cash fund be established for the Rapid City Fire & Emergency Services Department in the amount of Two Hundred Fifty Dollars (\$250) and additional travel fund be established for the Rapid City Fire & Emergency Services Department in the amount of Two Thousand dollars (\$2,000); and

BE IT FURTHER RESOLVED, that the City Finance Officer is authorized to issue a Treasurer's Check to establish the additional funds for the Rapid City Fire & Emergency Services departments and for the additional One Hundred Dollars (\$100) for the Solid Waste Disposal Change Fund*.

Dated this ___ day of October 2014.

CITY OF RAPID

Sam Kooiker, Mayor

ATTEST:

Pauline Sumption, Finance Officer
(SEAL)