WHATCOM COUNTY COUNCIL AGENDA BILL

CLEARANCES
Originator: Darla Smith

Division Head:

Dept. Head: Michael McFarlane 02/16/12

Prosecutor:

Purchasing/Budget:

Executive:

TITLE OF DOCUMENT:
Ordinance reducing the Parks & Recreation Department’s Petty Cash Revolving Fund.

ATTACHMENTS:
Memorandum to Executive Louws and County Council
Ordinance

SEPA review required? ( ) Yes (x) NO
SEPA review completed? ( ) Yes ( ) NO

Should Clerk schedule a hearing? ( ) Yes (x) NO
Requested Date:

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE: (If this item is an ordinance or requires a public hearing, you must provide the language for use in the required public notice. Be specific and cite RCW or WCC as appropriate. Be clear in explaining the intent of the action.)

Ordinance reducing the Parks & Recreation Department's Petty Cash Revolving Fund in the amount of $700.00 to a total fund balance of $4,000.00.

The current fund level can be reduced and continue to meet the State Auditor's recommendation to limit access to change funds to ensure accountability of funds.

The Fund will be assigned as follows:
Samish Park $500.00
Silver Lake Park $800.00
Hovander Homestead Park $100.00
Plantation Rifle Range $2,000.00
Lighthouse Marine Park $600.00

COMMITTEE ACTION:
2/28/2012: Introduced
3/13/2012: Council Adopted 7-0
Ord. 2012-014

COUNCIL ACTION:

Related County Contract #: Ordinance No. 2007-036
Related File Numbers:
Ordinance or Resolution Number: Ord. 2012-014

Please Note: Once adopted and signed, ordinances and resolutions are available for viewing and printing on the County's website at: www.co.whatcom.wa.us/council.
ORDINANCE NO. 2012-014

REVISION TO THE ORDINANCE TO REDUCE THE WHATCOM COUNTY PARKS AND RECREATION DEPARTMENT PETTY CASH REVOLVING FUND

WHEREAS, on July 10, 2007 Whatcom County Ordinance NO. 2007-036 decreased the Parks and Recreation Department’s Petty Cash Revolving Fund to FOUR THOUSAND SEVEN HUNDRED DOLLARS (4,700.00); and

WHEREAS, the State Auditor’s Office recommended that access to change funds in the Parks and Recreation Department be limited to ensure accountability of funds; and

WHEREAS, the Parks and Recreation Department re-evaluated the procedure employees use to collect revenue at park facilities; and

WHEREAS, the current fund level can be reduced to meet the State Auditor’s recommendation to limit access to change funds;

NOW, THEREFORE, BE IT ORDAINED by the Whatcom County Council that the Whatcom County Parks and Recreation Department’s Petty Cash Revolving Fund shall be reduced in the amount of SEVEN HUNDRED DOLLARS (700.00) to a total of FOUR THOUSAND DOLLARS (4,000.00) and assigned as follows:

<table>
<thead>
<tr>
<th>Location</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Samish Park</td>
<td>$ 500.00</td>
</tr>
<tr>
<td>Silver Lake Park</td>
<td>$ 800.00</td>
</tr>
<tr>
<td>Hovander Homestead Park</td>
<td>$ 100.00</td>
</tr>
<tr>
<td>Plantation Rifle Range</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>Lighthouse Marine Park</td>
<td>$ 600.00</td>
</tr>
</tbody>
</table>
BE IT FURTHER ORDAINED that the Whatcom County Parks and Recreation Department is hereby authorized to return the amount of $700.00 to the Whatcom County Treasurer to bring the available fund balance to $4,000.00.

APPROVED this 13th day of March, 2012.

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WASHINGTON

Kathy Kershner, Council Chair

WHATCOM COUNTY EXECUTIVE
WHATCOM COUNTY, WASHINGTON

Jack Louws, County Executive

☑ Approved    (   ) Denied

Date Signed: 3-14-12