

# Discussing Ordinance No. 801 – Amending SMC 3.35.010 Petty Cash and Change Fund

October 9, 2017

Presented by:

Sara Lane, Administrative Services Director



# Overview

Ord No. 801- Amends SMC Chapter 3.35.010  
Petty Cash and Change Fund

- Currently set at \$1,500
- Recommending increase of \$500



# Why?

- Ronald Wastewater
  - Ronald Wastewater - additional cash handler/change fund
- Planning & Community Development
  - Four - \$100 change funds which have been impacted by the frequency of cash transactions.
  - Recommend increasing one fund to address higher volume needs
- Administrative Services
  - Petty cash was reduced to create a petty cash fund in Parks. Volume warrants a return to original amount.

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- Questions?
- Staff Recommendation:  
Place Ord. No. 801 on consent agenda on  
October 23, 2017