



Legislation Text

File #: 0554-2016, **Version:** 1

1. BACKGROUND

This legislation authorizes an increase in the amount of the imprest petty cash operating fund for a cash drawer within the Parking Violations Bureau within the Division of Traffic Management to accommodate an additional cash drawer needed at the ticket counter. This ordinance would allow for an additional \$300.00 to the petty cash within the General Fund (fund 1000, subfund 10010) for an amount not to exceed \$3,900.00, in the Department of Public Service, Division of Traffic Management. The existing petty cash fund for the existing cash drawers is insufficient for existing cashiers within Parking Violations Bureau. In addition, the legislation increases the number of cash drawers from eight (8) to nine (9).

2. FISCAL IMPACT

The 2016 Budget for the Traffic Management Division can accommodate the increase in the petty cash fund.

To provide for an increase, in the amount of \$300.00, in the imprest petty cash operating fund and to increase the number of cash drawers from eight (8) to nine (9) in the Department of Public Service, Division Traffic Management; to authorize the expenditure of \$300.00 from the General Fund. (\$300.00)

WHEREAS, the existing cash drawer fund in the Department of Public Service, Division of Traffic Management is insufficient to handle cash customers served by the Parking Violation Bureau; and

WHEREAS, the number of cash drawers is also insufficient to handle the number of staff processing customer transactions there; and

WHEREAS, this legislation authorizes an increase in the amount of the imprest petty cash operating fund for cash drawers to \$300.00 per drawer for an amount not to exceed \$3,900.00, in the Department of Public Service, Division of Traffic Management; and

WHEREAS, the legislation increases the number of cash drawers from eight (8) to nine (9); and

WHEREAS, in the usual daily operations of the Division of Traffic Management, Department of Public Service it is necessary to authorize an increase in the amount of the imprest petty cash available to provide a sufficient source of change in the sale of prepaid cards for parking meters and maintain daily operations thereby preserving the public health, peace, property, safety and welfare; now, therefore

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBUS:

SECTION 1. That the imprest petty cash fund for cash drawers as presently provided to the Department of Public Service, Traffic Management Division be increased by \$300.00 to a total not to exceed \$3,900.00

SECTION 2. That the City Auditor shall upon receipt of a voucher approved by the Director of the Department of Public Service provide an additional sum not to exceed \$300.00 from the General Fund, Fund 1000, Subfund 100010, Division of Traffic Management, Division No. 5913, Main Account 65045, Object Class 05, Program Code TM002 for use in the daily operation of the cash drawer functions of the Division of Traffic Management.

SECTION 3. That the imprest petty cash fund for cash drawers hereby be increased by \$300.00 and shall be operated by the Administrator of the Division of Traffic Management or by an employee designated by her who shall keep an accurate accounting of such monies.

SECTION 4. That the number of concurrently operable cash drawers within the Division of Traffic Management be increased from eight (8) to nine (9).

SECTION 5. That this ordinance shall take effect and be in force from and after the earliest period allowed by law.