



Legislation Text

File #: 0412-2017, **Version:** 1

BACKGROUND: City Council enacted ordinance #1079-2016 on June 6, 2016, which created the Department of Neighborhoods. The new department consolidated constituent services-Neighborhood Pride, the Community Relations Commission, Neighborhood Liaisons, and the 311 Call Center. This ordinance establishes an imprest petty cash operating fund in the amount of \$300.00 for minor expenditures within the Department of Neighborhoods.

Fiscal Impact: To provide the sum of \$300.00 to create an imprest petty cash fund for the Department of Neighborhoods.

To authorize the establishment of an imprest petty cash operating fund for the Department of Neighborhoods; to authorize a transfer of appropriation within the general fund; and to authorize the expenditure of \$300.00 (\$300.00).

WHEREAS, City Council authorized the creation of the Department of Neighborhoods via 1079-2016, realigning departmental responsibilities for the 311 Call Center Program, the Community Relations Commission, the Neighborhood Pride Program, and the Neighborhood and Agency Services Program to it; and

WHEREAS, it has become necessary to establish an imprest petty cash fund for minor expenditures within the Department of Neighborhoods; and

WHEREAS, funding for the imprest petty cash fund will come from the Department of Neighborhoods General Fund Budget; now, therefore

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBUS

SECTION 1. That the imprest petty cash fund for the Department of Neighborhoods is hereby established.

SECTION 2. That the City Auditor shall transfer appropriations from object level 03 - Contractual Services to object level 05 - Other Expenditures, according to the attachment to this ordinance.

SECTION 3. That the City Auditor shall upon receipt of a voucher approved by the Director of the Department of Neighborhoods provide the sum of \$300.00, which is hereby authorized for expenditure from the Department of Neighborhoods general fund budget.

SECTION 4. That the imprest petty cash fund, as established by \$300.00 shall be operated by the Director of the Department of Neighborhoods, who shall keep an accurate accounting of such monies.

SECTION 5. That the auditor has the authority to establish such accounting codes as necessary in order to carry out the purpose of this ordinance.

SECTION 6. That this ordinance shall take effect and be in force from and after the earliest period allowed by law.