



Legislation Text

File #: 0772-2018, **Version:** 1

Background: This ordinance authorizes the City Auditor to increase the imprest petty cash fund for the Recreation and Parks Department from \$4,000 to \$8,800 for cashier services including daily cash register banks at the golf courses.

This \$4,800.00 increase is necessary due to a change in the way daily business is conducted in the golf section.

This \$4,800.00 increase is necessary in Recreation and Parks to allow for additional assigned cash banks, one for each golf course location to make the change of transitioning into retail sales and to allow for the section's better management of the pro shops.

Emergency Justification: An emergency is being requested so that it may be in place by April 1, 2018.

Area(s) Affected: Municipal golf courses

Fiscal Impact: To provide the sum of an additional \$4,800.00, to increase the imprest petty cash fund for the Recreation and Parks Department. Funding for this increase will be provided from the Recreation and Parks Operating Fund 2285. To provide the additional sum of \$4,800.00, to increase the imprest petty cash fund to \$8,800 for the Recreation and Parks Department.

To authorize an increase within the imprest petty cash fund for Recreation and Parks Department; to expend \$4,800.00 from the Recreation and Parks Operating Fund; and to declare an emergency. (\$4,800.00)

WHEREAS, it has become necessary to increase the balance of the imprest petty cash fund to provide daily cash register banks for golf retail sales; and

WHEREAS, the existing cash drawer fund in the Recreation and Parks Department is insufficient to handle the daily banks for each golf course; and

WHEREAS, this legislation authorizes an increase in the amount of the imprest petty cash operating fund by \$4,800.00 not to exceed \$8,800.00 in the Recreation and Parks Department; and

WHEREAS, an emergency exists in the usual daily operation of the Recreation and Parks Department in that it is immediately necessary to have this in place by April 1, 2018; **NOW, THEREFORE**

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

SECTION 1. That the imprest petty cash fund presently provided to the Recreation and Parks Department be increased by \$4,800.00 for a total not to exceed \$8,800.00.

SECTION 2. That the City Auditor shall upon receipt of a voucher approved by the Director of Recreation and Parks provide an additional sum not to exceed \$4,800.00 from the Recreation and Parks Operating Fund, 2285 for use in the daily operation of the cash drawer functions in the Recreation and Parks Department.

Dept 51; Division 5101; Fund 2285; Subfund 000000; Object Class 05; Main Account 65045; Program RP021

SECTION 3. That the imprest petty cash fund hereby be increased by \$4,800.00 and shall be operated by the Director of Recreation and Parks, or by an employee designated by him who shall keep an accurate accounting of such monies.

SECTION 4. That for the reasons stated in the preamble hereto, which is hereby made a part hereof, this Ordinance is hereby declared to be an emergency measure and shall take effect and be in force from and after its passage and approval by the Mayor, or 10 days after passage if the Mayor neither approves nor vetoes the same.