RESOLUTION - ACTION REQUESTED 2014-168

MEETING: April 22, 2014

TO: The Board of Supervisors

FROM: Charles Mosher, Health Officer

RE: Increase Petty Cash Maximum at Health Department

RECOMMENDATION AND JUSTIFICATION:
Increase petty cash maximum at Health Department to $450 to allow Environmental Health staff to make change for people paying Health Department fees. This section of the Health Department is located in a different location, so a separate cash box and petty cash amount is needed. The Health Department will no longer "share" a cash box with the Building Department. The current petty cash amount is $250.

BACKGROUND AND HISTORY OF BOARD ACTIONS:
Board approved increasing Health Department petty cash maximum to $250 on April 9, 2013 with Board Res. no. 2013-120.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
Inadequate cash on hand to serve all petty cash needs at Health Department.

FINANCIAL IMPACT:
No Financial impact. Fees will offset up front petty cash increase.

CAO RECOMMENDATION
Requested Action Recommended

Result: ADOPTED BY CONSENT VOTE [UNANIMOUS]
Mover: Merlin Jones, District II Supervisor
Seconder: Lee Stetson, District I Supervisor
Ayes: Stetson, Jones, Bibby, Cann, Carrier