



FINANCE & ECONOMIC DEVELOPMENT COMMITTEE

FEBRUARY 4, 2015

8:00 AM

COUNCIL CHAMBERS

1. **ANIMAL CONTROL PETTY CASH AUTHORIZATION**
TROY WOO, FINANCE DIRECTOR
(ATTACHMENT)

2. **6-YEAR STRATEGIC FINANCIAL PLAN DISCUSSION**
TROY WOO, FINANCE DIRECTOR
(VERBAL REPORT-NO ATTACHMENT)

3. **POTENTIAL GO BOND REFUNDING**
TROY WOO, FINANCE DIRECTOR
(VERBAL REPORT-NO ATTACHMENT)

4. **RETAIL SURVEY**
RICK WALK, COMMUNITY DEVELOPMENT DIRECTOR
(VERBAL REPORT-NO ATTACHMENT)



**FINANCE & ECONOMIC
DEVELOPMENT COMMITTEE**
February 4, 2015

SUBJECT: To re-authorize the Joint Animal Control's \$50 petty cash fund.

RECOMMENDATION: Upon review and concurrence, recommend full City Council adoption.

STAFF CONTACT: Scott Spence, City Manager *SS*
Troy Woo, Finance Director *TW*

ORIGINATED BY: Troy Woo, Finance Department

ATTACHMENTS: 1. Draft Ordinance No. XXXX

FISCAL NOTE:

PRIOR REVIEW: None

BACKGROUND:

During a recent review of the City's petty cash and change funds, it was discovered that the authorization of the Joint Animal Control \$50.00 petty cash fund was inadvertently repealed by Ordinance No. 1318.

The petty cash fund was originally established within Lacey Municipal Code (LMC) 3.34.040 by Ordinance No. 621 in June 1981. The adoption of Ordinance No. 1318 repealed the original LMC 3.34.040 and created a new LMC 3.34.40. The new section created a Joint Animal Control change fund, but failed to authorize the petty cash fund. Unknowingly, the Joint Animal Control fund has continued to use the \$50 petty cash fund without proper authorization. This proposed change is considered housekeeping in nature, because it does not appear there was intent to repeal the authorization of the petty cash fund.

It is requested that the Finance and Economic Development Committee review the proposed re-establishment of the Joint Animal Control petty cash, confirm or propose changes to the proposed ordinance, and advance this issue to the full City Council for consideration.

ADVANTAGES:

1. Adoption of the proposed ordinance allows the current petty cash fund practice to be compliant with the Lacey Municipal Code.
2. The continued use of petty cash in the Joint Animal Control operations maintains operational efficiencies.

DISADVANTAGES:

1. None identified.

ORDINANCE NO. XXXX

CITY OF LACEY

AN ORDINANCE RELATING TO THE JOINT ANIMAL CONTROL COMMISSION'S PETTY CASH ADOPTING A NEW SECTION 3.34.050 OF THE LACEY MUNICIPAL CODE AND APPROVING A SUMMARY FOR PUBLICATION.

WHEREAS, the City Council adopted Ordinance No. 621, which established Lacey Municipal Code 3.34.040 creating within the joint animal control fund of the City an imprest petty cash fund in the amount of \$50, and

WHEREAS, the City Council adopted Ordinance No. 1318, which repealed Lacey Municipal Code 3.34.040 and established a new section Lacey Municipal Code 3.34.040 creating within the joint animal control fund of the City a change making fund in the amount of \$400, and

WHEREAS, the joint animal control commission continues to operate the imprest petty cash fund in the amount of \$50, and

WHEREAS, for continued efficient operations it remains necessary to continue the use of the joint animal control commission imprest petty cash fund,

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LACEY, WASHINGTON, as follows:

Section 1. There is hereby added to the Lacey Municipal Code a new Section 3.34.050 to read as follows:

3.34.050 Imprest petty cash fund. There is created within the joint animal control fund of the City an imprest petty cash fund to be established in an amount not to exceed \$50 and to be administered pursuant to regulations of the Washington State Auditor, Division of Municipal Corporations.

Section 2. The City Clerk and the codifiers of this ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 3. The summary attached hereto is hereby approved for publication.

PASSED BY THE CITY COUNCIL OF THE CITY OF LACEY, WASHINGTON,
on this 12th day of February, 2015.

Approved as to form:

Mayor

ATTEST:

City Attorney

City Clerk

DRAFT

SUMMARY FOR PUBLICATION

ORDINANCE NO. XXXX

CITY OF LACEY

The City Council of the City of Lacey, Washington, passed on February 12, 2015, Ordinance No. XXXX entitled "**AN ORDINANCE RELATING TO THE JOINT ANIMAL CONTROL COMMISSION'S PETTY CASH ADOPTING A NEW SECTION 3.34.050 OF THE LACEY MUNICIPAL CODE AND APPROVING A SUMMARY FOR PUBLICATION.**"

A section by section summary of this ordinance is as follows:

Section 1 creates imprest petty cash fund in the amount of \$50 in the Joint Animal Control Fund of the City.

Section 2 provides provisions for corrections.

Section 3 approves this summary.

A copy of the full text of this ordinance will be mailed without charge to any person requesting the same from the City of Lacey.

City Clerk

Published: February 16, 2015