

A RESOLUTION ESTABLISHING INDIVIDUAL IMPREST CASH ON HAND ACCOUNTS FOR THE HANDLING OF CHANGE


THE TROUTDALE CITY COUNCIL FINDS AS FOLLOWS:

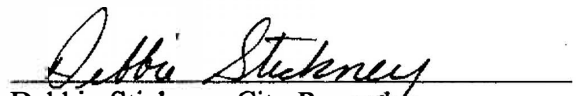
1. An imprest cash on hand change account has been established in the General Fund totaling \$100.00.
2. It has been determined that the imprest cash on hand change account should be increased to \$200.00.
3. It has been determined that an additional imprest cash on hand change account of \$150.00 is needed in the General Fund for the Passport Acceptance Program.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TROUTDALE THAT:

1. The General Fund imprest cash on hand change accounts shall be increased to \$350.00
2. The General Fund imprest cash on hand change accounts shall be established and maintained as follows:
 - a. Finance Cashiering Account in the amount of \$200.00
 - b. Passport Acceptance Account in the amount of \$150.00
3. The Finance Cashiering Account shall be reconciled on a daily basis. The Passport Acceptance Account shall be reconciled on a weekly basis at the conclusion of passport acceptance hours.
4. Internal control for imprest cash on hand change accounts shall be established in separate operating policies.

YEAS: 5
NAYS: 0
ABSTAINED: 0


Paul Thalhofer, Mayor
Dated: 6-30-00


Debbie Stickney, City Recorder
Adopted: 6-27-00