

CLEARANCES		Initial	Date	Date Received in Council Office	Agenda Date	Assigned to:
Originator:		ML	3/8/99	RECEIVED MAR 16 1999 WHATCOM COUNTY COUNCIL	2/23/99	Introduction
Division Head:					4/6/99	Finance/Council
Dept. Head: Michael T. Knapp		ML	3/8/99			
Prosecutor Dave Grant		Dmg	3-8-99			
Purchasing/Budget:						
Executive:		PK	3-16-99			

SUBJECT:

Increase in the Planning Division Fund and its transfer to Administration for the entire Department.

ATTACHMENTS:

Drafted Ordinance

SEPA review required? () Yes (X) NO
 SEPA review completed? () Yes () NO

Should Clerk schedule a hearing? () Yes (X) NO
 Requested Date:

SUMMARY STATEMENT:

Request that the Whatcom County Planning & Development Services petty cash fund be increased to Four Hundred Dollars, being an increase of \$ 300 for support of all Divisions contained herein.

Distribution Request

Indicate those who should receive a copy after Council action. List specific names to the right.

ADS Facilities Management	
ADS Finance	X
ADS Human Resources	
ADS Info Services	
Assessor	
Auditor	
Cooperative Extension	
District Court	
Executive	X
Health	
Hearing Examiner	
Jail	
Juvenile	
Parks	
Planning	X
Prosecutor	
Public Works	
Sheriff	
Superior Court	
Treasurer	X
Other	

COUNCIL ACTION TAKEN:

1999 - 120 3/23/99: Introduced
 4/6/99: Adopted 7-0, Ord. #99-018

Related County Contract #:

Related File Numbers:

Ordinance or Resolution Number (this item):

ORD. #99-018

SPONSORED BY: CONSENT
PROPOSED BY: Planning & Development Services
INTRODUCTION DATE: 3/23/99

ORDINANCE NO. 99-018

AN ORDINANCE AUTHORIZING AN INCREASE IN THE
PLANNING DIVISION PETTY CASH FUND AND ITS
TRANSFER TO ADMINISTRATION FOR THE ENTIRE
DEPARTMENT

WHEREAS, on March 2, 1989, by Whatcom County Ordinance No. 89-11 a petty cash fund was established in the amount of \$100 from funds issued by the Whatcom County Treasurer to meet the purchasing needs of the Planning Division of the Department of Planning and Development Services (then known as the County Planning Department), and

WHEREAS, it is often necessary for all the subdivisions of the Department of Planning and Development Services to have access to petty cash for mailings and purchasing small items, and

WHEREAS, the occasional purchasing needs of the Department has increased along with the workload and size of the Department since 1989, and

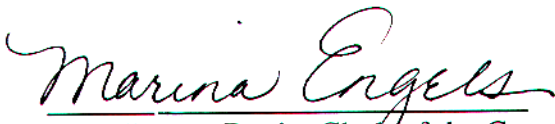
WHEREAS, the present \$100 cash has proven to be inadequate to meet the current petty cash needs of the entire Department of Planning & Development Services;

NOW, THEREFORE, BE IT ORDAINED that the Whatcom County Department of Planning & Development Service's petty cash fund shall be increased to the sum of FOUR HUNDRED DOLLARS (\$400), being an increase of \$300, for the

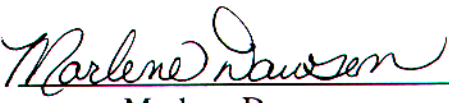
support and use of all Divisions contained within said Department, and the Whatcom County Treasurer is directed to issue a Treasurer's check in the amount of \$300 from the Current Expense Fund to fund said increase.

ADOPTED this 6th day of April, 1999.

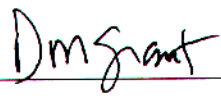
ATTEST:
WASHINGTON


for Dana Brown-Davis, Clerk of the Council

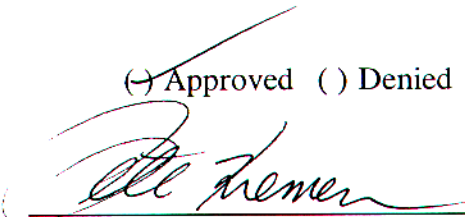
WHATCOM COUNTY COUNCIL
WHATCOM COUNTY,


Marlene Dawson,
Council Chair

APPROVED AS TO FORM:


Civil Deputy Prosecutor

Approved Denied


Pete Kremen,
Executive

Date: 4-8-99