

**CLARK COUNTY
STAFF REPORT**

DEPARTMENT:

DATE: July 10, 2018

REQUESTED ACTION: The Clark County Council approve an increase of two (2) change fund cash drawers at \$150 for a total increase of \$300

X Consent ___ Hearing ___ County Manager

BACKGROUND

Clark County District Court surrendered one (1) change fund drawer of \$150 in June of 2014, RE: SR116-14

It is a best practice that cashiers have individually assigned, lockable change fund cash drawers or bags that are kept in a locked container. As recommended by the internal auditors on May 24th, 2018 that District Court to add two (2) more change fund cash drawers, and assign all primary cashiers individual change fund cash drawers that are separately locked and stored in the safe.

Clark County District Court requests from Clark County Treasurer two (2) change fund cash drawers totaling \$300.

Contact Zarema Nagoyev at 360.397.2424, Ext. 5646 with questions.

COUNCIL POLICY IMPLICATIONS

None

ADMINISTRATIVE POLICY IMPLICATIONS

This request is budget neutral and will comply with all applicable County policies.

COMMUNITY OUTREACH

None

BUDGET IMPLICATIONS

YES	NO	
	X	Action falls within existing budget capacity.
		Action falls within existing budget capacity but requires a change of purpose within

	existing appropriation
	Additional budget capacity is necessary and will be requested at the next supplemental. If YES, please complete the budget impact statement. If YES, this action will be referred to the county council with a recommendation from the county manager.

BUDGET DETAILS

Local Fund Dollar Amount	
Grant Fund Dollar Amount	
Account	
Company Name	

DISTRIBUTION:

Council staff will post all staff reports to The Grid. <http://www.clark.wa.gov/thegrid/>

Zarema Nagoyev
 Zarema Nagoyev
 Sr. Management Analyst

Amber Emery
 Amber Emery
 District Court Administrator

Primary Staff Contact: 360/397.2424, Ext.5646

APPROVED: [Signature]
 CLARK COUNTY, WASHINGTON
 CLARK COUNTY COUNCIL

DATE: 7/10/18
 SR# 12418



APPROVED: _____
 Jim Rumpeltes, Interim County Manager

DATE: _____

BUDGET IMPACT ATTACHMENT

Part I: Narrative Explanation

I. N/A

Part II: Estimated Revenues

Fund #/Title	Current Biennium		Next Biennium		Second Biennium	
	GF	Total	GF	Total	GF	Total
Total						

II. N/A

Part III: Estimated Expenditures

III. A – Expenditures summed up

Fund #/Title	FTE's	Current Biennium		Next Biennium		Second Biennium	
		GF	Total	GF	Total	GF	Total
Total							

III. B – Expenditure by object category

Fund #/Title	Current Biennium		Next Biennium		Second Biennium	
	GF	Total	GF	Total	GF	Total
Salary/Benefits						
Contractual						
Supplies						
Travel						
Other controllables						
Capital Outlays						
Inter-fund Transfers						
Debt Service						
Total						