

## CLARK COUNTY STAFF REPORT

**DEPARTMENT:** Public Works

**DATE:** Oct. 16, 2018

**REQUESTED ACTION:** Approve closing petty cash account for the Salmon Creek Wastewater Treatment Plant.

Consent       Hearing       County Manager

**BACKGROUND**

The Salmon Creek Wastewater Treatment Plant has a \$200 petty cash fund used for incidental expenses. Two plant employees now have procurement cards, which eliminates the need for a petty cash fund.

**COUNCIL POLICY IMPLICATIONS**

None.

**ADMINISTRATIVE POLICY IMPLICATIONS**

None.

**COMMUNITY OUTREACH**

None

**BUDGET IMPLICATIONS**

YES	NO	
X		Action falls within existing budget capacity.
	X	Action falls within existing budget capacity but requires a change of purpose within existing appropriation
	X	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	\$200.34
Grant Fund Dollar Amount	N/A
Account	Treatment Plant
Company Name	N/A


*PW18-117*


**DISTRIBUTION:**

Council staff will post all staff reports to the county website, [www.clark.wa.gov/council-meetings](http://www.clark.wa.gov/council-meetings).

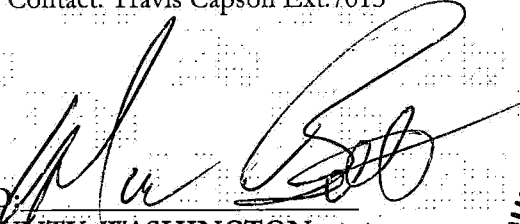
---

Attachments: None

  
Travis Capson  
Wastewater Operations Manager

  
Ahmad Qayoumi, PE  
Interim Public Works Director/County Engineer

Primary Staff Contact: Travis Capson Ext.7013

  
APPROVED: \_\_\_\_\_  
CLARK COUNTY, WASHINGTON  
CLARK COUNTY COUNCIL

DATE: 11-16-18

SR# 165-18



APPROVED: \_\_\_\_\_  
Shawn Hennessee, County Manager

DATE: \_\_\_\_\_