



# Albemarle County

## Legislation Text

---

**File #:** 16-500, **Version:** 1

---

**AGENDA DATE:** 9/7/2016

**TITLE:**

Petty Cash Resolution

**SUBJECT/PROPOSAL/REQUEST:** Adoption of a Resolution to increase the Petty Cash Fund for the Police Department and eliminate the Petty Cash Fund for the Department of Social Services

**ITEM TYPE:** Consent Action Item

**STAFF CONTACT(S):** Foley, Letteri, Kamptner, Burrell, Breeden

**PRESENTER (S):** N/A

**LEGAL REVIEW:** Yes

**REVIEWED BY:** Thomas C. Foley

**BACKGROUND:** Virginia Code Section 15-2-1229 provides that the County may adopt a resolution to establish petty cash funds not exceeding \$5,000 to be used to transact daily County business

**STRATEGIC PLAN:** Ensure County government's ability to provide high quality service that achieves community priorities

**DISCUSSION:** The Board of Supervisors last established petty cash funds by a Resolution adopted on June 4, 2014. The Police Department has requested an increase in its petty cash fund from \$1,000 to \$2,500. The Department of Social Services has requested the elimination of its \$200 petty cash fund. The Police Department uses petty cash funds as a proactive measure in gaining critical information necessary to help solve crimes that have or may be occurring within the County. The Police Department has found the current dollar amount is inadequate to meet current needs. Social Services staff now uses P-cards for purchases previously reimbursed from petty cash funds, therefore Social Services no longer needs petty cash.

**BUDGET IMPACT:** There is no budgetary impact.

**RECOMMENDATION:**

Staff recommends that the Board adopt the attached Resolution to amend the existing petty cash funds.

**ATTACHMENTS:**

Petty Cash Resolution