

**CLARK COUNTY  
STAFF REPORT**

**DEPARTMENT:** The Arthur D. Curtis Children's Justice Center (CJC)

**DATE:** January 28, 2015

**REQUEST:**

Clark County Board of County Counsilors authorize CJC's request to close the \$200 petty cash fund due to lack of usage.

**CHECK ONE:**                      X   Consent                           CAO

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**BACKGROUND**

CJC has had a \$200 petty cash fund for many years when there was no access to an agency credit card. Currently, CJC utilizes purchase orders or the agency "P-card" (credit card) recently provided by Clark County General Services for necessary purchases. CJC no longer need a \$200 petty cash fund.

**COMMUNITY OUTREACH**

N/A

**BUDGET AND POLICY IMPLICATIONS**

None

**FISCAL IMPACTS**

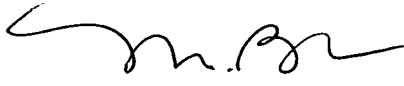
Yes (see attached form)                     No

**ACTION REQUESTED**

That the Board of Clark County Counsilors approve CJC's closure request of their \$200 petty cash fund.

**DISTRIBUTION**

N/A

  
\_\_\_\_\_  
Name: Mary Blanchette  
Title: Executive Director

Approved:   
\_\_\_\_\_  
CLARK COUNTY COUSELORS

Feb 10, 2015

SR 018-15

*mgr  
OK  
N*



# FISCAL IMPACT ATTACHMENT

## Part I: Narrative Explanation

I. A – Explanation of what the request does that has fiscal impact and the assumptions for developing revenue and costing information

The Board is requested to authorize CJC's request to close their \$200 petty cash account. There is no fiscal impact with this request.

## Part II: Estimated Revenues

Fund #/Title	Current Biennium		Next Biennium		Second Biennium	
	GF	Total	GF	Total	GF	Total
	-0-	-0-				
<b>Total</b>	-0-	-0-				

II. A – Describe the type of revenue (grant, fees, etc.)  
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
Estimated salary and operation costs	0.00	-0-	-0-				
<b>Total</b>	0.00	-0-	-0-				

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						
<b>Total</b>	-0-	-0-				