

CLARK COUNTY STAFF REPORT

DEPARTMENT: Community Development - GIS

DATE: January 21, 2020

REQUESTED ACTION: Close GIS Map Store petty cash account totaling \$100.

Consent Hearing County Manager

BACKGROUND

The GIS division of the Community Development department has maintained a petty cash amount of \$100 in the till of the GIS Map Store for many years. The sole purpose of this petty cash was to ensure that GIS had the ability to provide change to customers that purchased GIS products with cash. On December 30, 2019, all cash handling duties for GIS were transferred to the Joint Lobby. Due to this change, GIS no longer needs to maintain the GIS Map Store till and is requesting the petty cash account be closed and the \$100 deposited and applied to the General Fund.

COUNCIL POLICY IMPLICATIONS

No existing policies are impacted by this request.

ADMINISTRATIVE POLICY IMPLICATIONS

No existing policies are impacted by this request.

COMMUNITY OUTREACH

No community outreach is needed.

BUDGET IMPLICATIONS

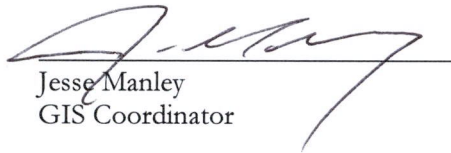
YES	NO	
X		Action falls within existing budget capacity.
	X	Action falls within existing budget capacity but requires a change of purpose within existing appropriation
	X	Additional budget capacity is necessary and will be requested at the next supplemental. If YES, please complete the budget impact statement. If YES, this action will be referred to the county council with a recommendation from the county manager.

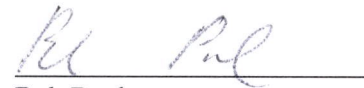
BUDGET DETAILS

Local Fund Dollar Amount	0
Grant Fund Dollar Amount	N/A
Account	Community Development - GIS
Company Name	N/A


DISTRIBUTION:

Council staff will post all staff reports to The Web. <https://www.clark.wa.gov/council-meetings>


Jesse Manley
GIS Coordinator


Bob Pool
GIS Manager

Primary Staff Contact Name and Extension: Jesse Manley, x4651

APPROVED: 
CLARK COUNTY, WASHINGTON
CLARK COUNTY COUNCIL

DATE: Jan. 21, 2020

SR# 006-20



APPROVED: _____
Shawn Hennessee, County Manager

DATE: _____