COUNTY OF GLENN
AGENDA ITEM TRANSMITTAL

MEETING DATE: 07/17/07
Submitting Department(s):
Department of Finance

BRIEF SUBJECT/ISSUE DESCRIPTION:
Adopt resolution rescinding resolution 2005-101 eliminating DOF petty cash

Contact: Don Santoro
Phone: 934-6742

AGENDA PLACEMENT

APPOINTMENT – Appearances by: (Specify Name & Title)

Required _____ Minutes

☐ Business – No ☒ Consent
☐ Correspondence ☐ Reports & Notices

AFFECTED DEPARTMENT(S)

☐ Receive Concurrence

ATTACHMENTS

☐ Board Report
☐ Letter
☐ Minute Order
☐ Contract
☐ Transfer
☐ Grant App.
☐ Resolution

LEGAL/PERSONNEL/FISCAL

☐ County Counsel
☐ Personnel
☐ Finance
☐ County Administrative Office

CLERK INSTRUCTIONS

☐ Return Minute Order
☐ Return Certified Copy Of:

☐ Other:

PUBLIC HEARINGS & COMMITTEE VACANCIES

Public Hearings:
☐ Published
☐ Affidavit on File w/Clerk
☐ Affected Parties Notified

Committees:
☐ Vacancy Posted
☐ Application Attached

LEGISLATION

☐ State ☐ Federal

Bill#: ☐ Latest Version of Bill
☐ Draft Letter Attached
☐ List of Supporters/Opposers
☐ Statement of Relevance to County Interests
☐ Description Attached

FUNDING SOURCE/IMPACT

☐ General Fund Impact
☐ Other: _____
☐ Budgeted
☐ Transfer Attached
☐ 4/5ths Vote Required
☐ Contingency Request

CONTRACTS, LEASES & AGREEMENTS

☐ New ☐ Renewal
☐ Amendment
☐ Insurance Certificate
☐ Contract Report

Date of Original
Contract:
Contract No.:
Fiscal Year:

RECOMMENDED ACTION/MOTION:
Adopt resolution.

Reviewed By (if applicable):

Debra Freeman, Assistant
Department Head

Personnel Director
Department of Finance

County Administrative Officer

CC:
EXECUTIVE SUMMARY

Request to close petty cash in DOF. We no longer need petty cash. Cal-Card can be used when needed.

SPECIFIC RECOMMENDATION(S):

Adopt resolution rescinding resolution 2005-101 that approved DOF petty cash.

HISTORY AND BACKGROUND:

n/a

FISCAL/PERSONNEL IMPACT(S):

n/a

ANALYSIS/DISCUSSION

N/A

Respectfully Submitted,
BOARD OF SUPERVISORS, GLENN COUNTY, CALIFORNIA

RESOLUTION NO. ____________

RESOLUTION RESCINDING RESOLUTION 2005-101 ELIMINATING DEPARTMENT OF FINANCE PETTY CASH FUND

WHEREAS, the Glenn County Department of Finance does not have a need to continue a petty cash drawer for the department; and

WHEREAS, the amount of $50.00 will be returned to the General Fund upon closure.

NOW, THEREFORE, the Board of Supervisors does hereby RESOLVE and ORDER as follows:

1. Resolution 2005-101 is hereby rescinded.

This resolution was passed by the Board of Supervisors of the County of Glenn at a regular meeting thereof on ________________, 2007 by the following vote:

AYES:
NOES:
ABSENT:

CHAIRMAN, Board of Supervisors
County of Glenn, State of California

ATTEST:

David Shoemaker, County Administrative Officer and Clerk of the Board of Supervisors
County of Glenn, State of California

APPROVED AS TO FORM:

Thomas Agin, County Counsel
County of Glenn, State of California