

ORDINANCE NO. 1652

**ORIGINAL**

AN ORDINANCE OF THE CITY OF REDMOND, WASHINGTON, AMENDING REDMOND MUNICIPAL CODE SECTION 3.60.020 TO INCREASE THE AMOUNT OF THE PETTY CASH AND CHANGE REVOLVING FUND TO \$2,020.00 AND TO AUTHORIZE ADMINISTRATION OF THE FUND FROM LOCATIONS IN VARIOUS DEPARTMENTS.

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WHEREAS, the Finance Department has recommended that the amount of the City petty cash and change revolving fund be increased from \$1,520.00 to \$2,020.00, and that the Council expressly authorize the existing practice of administering the fund from several locations in various City departments, now therefor,

THE CITY COUNCIL OF THE CITY OF REDMOND, WASHINGTON, HEREBY ORDAINS AS FOLLOWS:

Section 1. Section 3.60.020 of the Redmond Municipal Code is hereby amended to read as follows:

3.60.020 Establishment of Fund. The Finance Director is authorized and directed to make deposit into the fund by check or by warrant as needed from time to time to maintain a sufficient balance in the fund, not to exceed \$2,020.00. The fund is not intended to be a budgetary item as such, but to be in the nature of a revolving account for expenditures of a minor nature which are chargeable to various departments and funds of the City. The fund may be divided and administered at locations in various departments of the City as determined appropriate by the Finance Director.

Section 2. This ordinance, being an administrative action, is not subject to referendum and shall take effect five (5) days after publication.

APPROVED:

  
MAYOR, DOREEN MARCHIONE

ATTEST/AUTHENTICATED:

*Doris A. Schaible*  
CITY CLERK, DORIS SCHAIBLE

APPROVED AS TO FROM:  
OFFICE OF THE CITY ATTORNEY:

BY *Alan E. Henry*

FILED WITH THE CITY CLERK:	10/30/91
PASSED BY THE CITY COUNCIL:	11/04/91
PUBLISHED:	11/10/91
EFFECTIVE DATE:	11/15/91
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